

IOWA PUBLIC INFORMATION BOARD

MEMBERS

Joan Corbin, Pella (Government Representative, 2024-2028)
E. J. Giovannetti, Urbandale (Public Representative, 2022-2026)
Barry Lindahl, Dubuque (Government Representative, 2024-2028)
Catherine Lucas, Johnston (Government Representative, 2024-2028)
Luke Martz, Ames (Public Representative, 2024-2028)
Joel McCrea, Pleasant Hill (Media Representative, 2022-2026)
Monica McHugh, Zwingle (Public Representative, 2022-2026)
Jackie Schmillen, Urbandale (Media Representative, 2022-2026)
Vacant

STAFF

Charlotte Miller, Executive Director
Charissa Flege, Deputy Director
Alexander Lee, Agency Counsel

Use the following link to watch the IPIB meeting live:

<https://youtube.com/@IowaPublicInformationBoard>

Note: If you wish to make public comment to the Board, please send an email to IPIB@iowa.gov prior to the meeting.

Agenda

April 16, 2026, 1:00 p.m.

Conference Room

Jessie Parker Building, East

510 East 12th Street, Des Moines

1:00 PM – IPIB Meeting

- I. Approval of agenda***
- II. Approval of the March 19, 2026 minutes ***
- III. Public Forum (5-minute limit per speaker)**
- IV. Comments from the board chair. (Lucas)**
- V. Potential Closed Session under Iowa Code § 21.5(1)(c).** To discuss strategy with counsel in matters that are presently in litigation or where litigation is imminent where its disclosure would be likely to prejudice or disadvantage the position of the governmental body in that litigation.
- VI. Cases involving Board Deliberation/Action.* (Miller)**
 1. 25FC:0031 (Michael Chapman - Chapter 21- Waterloo Community School District Board of Education) 3/26/2025 -Final Report Draft Order
 2. 25FC:0061 (Dylan Southall - Chapter 22- Cedar Falls Utilities - Cedar Falls, Iowa) 5/23/2025 -Investigative Report Draft Order
 3. 25FC:0070-(1-4) (Keith Wieland - Chapter 22- Buchanan County, Iowa) 6/10/2025 -Investigative Report Draft Order
 4. 25FC:0079 (Judith Lee - Chapter 22- City of Davenport) 6/24/2025 - Investigative Report Draft Order

5. 25FC:0099 (Mount Pleasant Municipal Utilities - Chapter 21- Resale Power Group of Iowa) 7/28/2025 -Informal Resolution Draft Order
6. 25FC:0116 (Crystal Davis - Chapter 21- Larchwood City Council and Mayor) 8/27/2025 -Final Report Draft Order Draft Order
7. 25FC:0194 (Justin Brady - Chapter 22- Des Moines Public Schools, State Department of Education) 12/1/2025 -Investigative Report Draft Order Draft Order
8. 25FC:0212 (Travis Petsche - Chapter 22- City of Fayette) 12/18/2025 - Investigative Report Information Gathering/IR Process Information Gathering/IR Process
9. 26FC:0014 (Caleb Housh - Chapter 21- Seymour Community School District) 1/9/2026 -Investigative Report Draft Order
10. 25FC:0167 (Jacob Hall - Chapter 22- City of Storm Lake) 10/28/2025 - Information Gathering/IR Process

VII. Consent Agenda *

1. Dismissals

- 1) Dismiss 26FC:0060 (Jason Battin - Chapter 22- City of Mitchellville) 3/1/2026 - Draft Order
- 2) Dismiss 26FC:0061 (Jeremy Newsom - Chapter 22- Iowa Department of Public Safety) 3/1/2026 - Draft Order
- 3) Dismiss 26FC:0064 (Heather Duncan-Detrick - Chapter 22- Iowa Department of Corrections) 3/3/2026 - Draft Order
- 4) Dismiss 26FC:0075 (Kevin-Dennis Olson - Chapter 22- City of Des Moines and Polk County court) 3/12/2026 - Draft Order
- 5) Dismiss 26FC:0079 (Tony Jensen - Chapter 21- City of Mitchellville) 3/19/2026 - Draft Order
- 6) Dismiss 26FC:0081 (Chey Hixson - Chapter 22- Mitchellville Mayor) 3/19/2026 - Draft Order
- 7) Dismiss 26FC:0086 (Terri Hay - Chapter 22- City of Clarksville) 3/26/2026 - Draft Order
- 8) Dismiss 26FC:0092 (Amber Turner - Chapter 21- City of Mitchellville) 3/26/2026 - Draft Order

2. Acceptance

- 1) Accept 25FC:0120 (Tim Ferguson – Chapter 22 – City of Davenport) 8/26/2025- Accept/Dismiss
- 2) Accept 26FC:0043 (Judith Lee - Chapter 22- City of Davenport) 2/6/2026 - Information Gathering/IR Process
- 3) Accept 26FC:0047 (Tim Ferguson - Both- Scott County and Scott County Attorney's office) 2/15/2026 - Accept/Dismiss
- 4) Accept 26FC:0053 (Lori White - Chapter 22- Harrison County Sheriff and Harrison county attorney) 2/19/2026 - Accept/Dismiss
- 5) Accept 26FC:0058 (Laura Johnston - Chapter 21- Story County Board of Health) 2/27/2026 - Information Gathering/IR Process
- 6) Accept 26FC:0065 (Kari Friedmann - Both- City of Sac City) 3/5/2026 - Board Approval of A/D

- 7) Accept 26FC:0066 (Michael Dyer - Both- Decatur city council) 3/23/2026 - Board Approval of A/D
- 8) Accept 26FC:0068 (Nicholas Bargren - Chapter 22- Iowa City Police Department) 3/6/2026 - Information Gathering/IR Process
- 9) Accept 26FC:0070 (Henkel - Chapter 22- Henry County supervisors@henrycountyiowa.us) 3/10/2026 - Board Approval of A/D
- 10) Accept 26FC:0071 (Chelsea Plaster - Chapter 22- Public works- Neighborhood services) 3/11/2026 - Board Approval of A/D
- 11) Accept 26FC:0072 (Elaine Webb - Chapter 21- City of Mitchellville) 3/26/2026 - Accept/Dismiss
- 12) Accept 26FC:0073 (Benjamin Ward - Chapter 22- Fort Des Moines Correctional Facility / Iowa Department of Corrections (IDOC)) 3/16/2026 - Board Approval of A/D
- 13) Accept 26FC:0076 (Kaylene Jackson - Chapter 21- Okoboji Community School District School Board) 3/25/2026 - Board Approval of A/D
- 14) Accept 26FC:0080 (Tanner Mikel - Chapter 22- City of Clive) 3/19/2026 - Board Approval of A/D
- 15) Accept 26FC:0082 (Chris Baldus - Chapter 22- City of Clinton) 3/19/2026 - Board Approval of A/D
- 16) Accept 26FC:0090-01 (Dan Lett - Both- Delaware County Conference Board-Delaware County Board of Supervisors Delaware County Auditor/HR Director-Carla Becker Mike Galloway-Delaware County HR Attorney) 3/25/2026 - Board Approval of A/D
- 17) Accept 26FC:0090-02 (Dan Lett - Both- Delaware County Conference Board-Delaware County Board of Supervisors Delaware County Auditor/HR Director-Carla Becker Mike Galloway-Attorney for Delaware County HR,) 3/25/2026 - Board Approval of A/D
- 18) Accept 26FC:0091 (Gustoff Carlson – Chapter 22 - Marshalltown Police Department and the Marshall County Communications Commission) 3/28/2026 – Accept/Dismiss
- 19) Accept 26FC:0094 (Daniella Jensen - Chapter 22- City of Mitchellville) 3/28/2026 - Accept/Dismiss

VIII. Matters Withdrawn, No Action Necessary. (Miller)

1. 26FC:0029 (Richard Francis - Chapter 22- Webster County Shierffs Department) 1/28/2026 -Withdrawn Resolved/Withdrawn
2. 26FC:0042 (Lori Daughenbaugh - Chapter 22- City of Runnells) 2/4/2026 - Withdrawn Resolved/Withdrawn
3. 26FC:0083 (Kaleb Frey - Both- YSS of Marshall County Marshalltown Police and Community Team) 3/20/2026 –Withdrawn Resolved/Withdrawn
4. 25FC:0198 (OpenRec2025 - Chapter 22- Iowa Western Community College) 12/5/2025 -Withdrawn Resolved/Withdrawn
5. 25FC:0222 (Richard Francis - Chapter 22- Police Chief of Manson Iowa & Sheirff Deputy for Calhoun County & Mayor of Manson Iowa) 12/22/2025 - Withdrawn Resolved/Withdrawn
6. 26FC:0062 (Jonathan Uhl - Chapter 22- Scott County, IA) 3/5/2026 - Withdrawn Resolved/Withdrawn

7. 26FC:0069 (Angela Newcomb - Both- Marion Independent School District)
3/12/2026 - Withdrawn Resolved/Withdrawn
8. 25FC:0134 (Richard Francis - Chapter 22- Fort Dodge Police Department)
9/20/2025 - Withdrawn Resolved/Withdrawn

IX. Pending Complaints. Informational Only (Miller)

1. 25FC:0055 (Justin Cole - Chapter 21- Mount Union Benefited Fire District)
5/21/2025 - Board Acceptance of IR
2. 25FC:0058 (Rachel Doyle - Both- City of Rolfe) 5/27/2025 - Information
Gathering/IR Process
3. 25FC:0072 (Jonathan Uhl - Chapter 22- Scott County / Scott County Attorney's
Office) 6/13/2025 - Information Gathering/IR Process
4. 25FC:0075 (Chris Stevens - Chapter 22- Cerro Gordo County Attorney's Office)
6/17/2025 - Information Gathering/IR Process
5. 25FC:0076 (Ken Allsup - Both- Oskaloosa School Board) 6/17/2025 - Information
Gathering/IR Process
6. 25FC:0082 (Tim Ferguson - Chapter 22- Davenport Police Lieutenant Dennis)
6/24/2025 - Information Gathering/IR Process
7. 25FC:0089 (Charlie Comfort - Chapter 22- Oskaloosa Community School District)
7/7/2025 - Information Gathering/IR Process
8. 25FC:0092 (Keith Wieland - Chapter 21- Buchanan County Solid Waste
Commission) 7/9/2025 - Information Gathering/IR Process
9. 25FC:0104 (Tim Ferguson - Chapter 22- City of Davenport and Davenport Police
Department) 8/13/2025 - Information Gathering/IR Process
10. 25FC:0109 (Jaicy Skaggs - Chapter 21- City of Kellogg) 8/18/2025 - Information
Gathering/IR Process
11. 25FC:0119 (Tim Ferguson - Chapter 22- City of Davenport custodian) 8/21/2025 -
Information Gathering/IR Process
12. 25FC:0121 (Tim Ferguson - Chapter 22- Scott County) 8/26/2025 - Information
Gathering/IR Process
13. 25FC:0126 (Don McGregor - Chapter 22- Kossuth County Board of Supervisors)
9/11/2025 - Information Gathering/IR Process
14. 25FC:0127 (Vince Johnson - Chapter 22- Kossuth County board of supervisors and
trustees of Drainage district DD4) 9/11/2025 - Information Gathering/IR Process
15. 25FC:0136 (Alisha Beers - Chapter 22- City council of Pisgah and Clerk Heather)
9/22/2025 - Information Gathering/IR Process
16. 25FC:0151 (Gregory Armstrong - Chapter 22- Hamburg Community School Board)
10/8/2025 - Information Gathering/IR Process
17. 25FC:0153 (Michael Merritt - Chapter 22- Iowa Attorney General's Office)
10/16/2025 - Information Gathering/IR Process
18. 25FC:0054 (Tim Ferguson - Chapter 22- City of Davenport) 5/19/2025 - Information
Gathering/IR Process
19. 25FC:0192 (Rachel Doyle - Chapter 22- City of Rolfe) 11/27/2025 - Information
Gathering/IR Process
20. 25FC:0187-1 (Mikayla Simpson - Chapter 22- Madison County) 11/19/2025 - Information
Gathering/IR Process

21. 25FC:0155 (Paullina Resident - Chapter 21- Paullina City Council Paullina Personnel Board) 10/20/2025 - Information Gathering/IR Process
22. 25FC:0166 (James Possehl - Chapter 21- City of Parnell - city council) 10/27/2025 - Information Gathering/IR Process
23. 25FC:0191 (Jonathan Uhl - Chapter 22- City of Davenport) 12/9/2025 - Information Gathering/IR Process
24. 25FC:0201 (Lori White - Chapter 22- City of Missouri Valley Iowa) 12/9/2025 - Information Gathering/IR Process
25. 25FC:0202 (Lori White - Chapter 22- City of Missouri Valley) 12/9/2025 - Information Gathering/IR Process
26. 25FC:0188 (Kyle Ocker - Chapter 22- City of Pleasantville) 12/10/2025 - Information Gathering/IR Process
27. 25FC:0215 (William Daggett - Chapter 22- City of Baxter) 12/16/2025 - Information Gathering/IR Process
28. 25FC:0208-1 (William Hendrikson - Chapter 22- Sheriff David Hepperly - Cerro Gordo County Sheriff's Office) 12/17/2025 - Information Gathering/IR Process
29. 25FC:0209 (William Hendrikson - Chapter 22- Cerro Gordo County) 12/17/2025 - Information Gathering/IR Process
30. 25FC:0206 (William Hendrikson - Chapter 22- City of clear lake police department) 12/18/2025 - Information Gathering/IR Process
31. 25FC:0214 (Shannon Martinez - Chapter 22- Wilton Police Department) 12/18/2025 - Information Gathering/IR Process
32. 25FC:0221 (Gregory Armstrong - Chapter 22- School board) 12/22/2025 - Probable Cause Investigation
33. 26FC:0001 (Coltin Hatfield - Chapter 21- City of Kellerton) 1/1/2026 - Information Gathering/IR Process
34. 26FC:0002 (Lori White - Chapter 22- Harrison County Sherrif) 1/2/2026 - Information Gathering/IR Process
35. 26FC:0003 (Jacob Hall - Chapter 22- City of Sioux Center) 1/2/2026 - Information Gathering/IR Process
36. 26FC:0004 (Rebecca Bianchi - Both- City of Mitchellville) 1/4/2026 - New / Complaint Information Reviewed
37. 26FC:0005 (Stephen Swanson - Chapter 21- Madison County Board of Supervisors) 1/5/2026 - Information Gathering/IR Process
38. 26FC:0006 (Jacob Hall - Chapter 22- Sioux Center Library - City of Sioux Center) 1/5/2026 - Information Gathering/IR Process
39. 26FC:0010 (Jennifer Benbow - Chapter 22- Marshall County Sheriff's Office) 1/8/2026 - Information Gathering/IR Process
40. 26FC:0027 (Tim Ferguson - Both- Scott County and Scott County Attorney's Office) 1/21/2026 - New / Complaint Information Reviewed
41. 26FC:0015 (James Phillips - Chapter 22- Madison County Board of Supervisors) 1/22/2026 - Information Gathering/IR Process
42. 26FC:0023 (Jacquelynn Zugg - Chapter 22- City of Centerville) 1/23/2026 - Information Gathering/IR Process
43. 26FC:0024 (Jarrod Diers - Both- Oskaloosa School District Mahaska Police Department) 1/23/2026 - Information Gathering/IR Process

44. 26FC:0020 (Smith - Chapter 21- Des Moines Co. Supervisors, Des Moines Co. Engineer, Sara Doty Auditor Des Moines Co.) 1/26/2026 - Information Gathering/IR Process
45. 26FC:0021 (Tim Ferguson - Both- City of Davenport and Davenport Police) 1/26/2026 - New / Complaint Information Reviewed
46. 26FC:0028 (Curtis Bloes - Chapter 21- Sac County Iowa Board of Supervisors) 1/27/2026 - Information Gathering/IR Process
47. 26FC:0034 (Gregory Armstrong - Chapter 21- Hamburg city council Hamburg iowa) 1/29/2026 - Information Gathering/IR Process
48. 26FC:0030 (Anthony Teninty - Chapter 22- Wapello County) 1/29/2026 - Information Gathering/IR Process
49. 26FC:0036 (William Daggett - Chapter 22- City of Baxter, Iowa) 1/30/2026 - Information Gathering/IR Process
50. 26FC:0025 (Linda Smithson - Chapter 21- Bettendorf Community School District Board of Directors) 1/30/2026 - Information Gathering/IR Process
51. 26FC:0018 (Steven Bowman - Chapter 22- City of Des Moines) 1/30/2026 - Information Gathering/IR Process
52. 26FC:0037 (Shane Martinson - Chapter 22- City of Stuart, Stuart, Iowa) 1/30/2026 - Information Gathering/IR Process
53. 26FC:0039 (Wellington - Chapter 22- Henry County) 2/2/2026 - Complaint Opened/Acknowledged
54. 26FC:0040 (Jacquelynn Zugg - Chapter 22- City of Centerville) 2/2/2026 - Information Gathering/IR Process
55. 26FC:0035 (Judith Lee - Chapter 22- City of Davenport) 2/6/2026 - Information Gathering/IR Process
56. 26FC:0045 (Vendetta CeCe-Jackowiak - Chapter 22- Davenport Police Department City of Davenport, Iowa) 2/12/2026 - Information Gathering/IR Process
57. 26FC:0046 (Tim Ferguson - Both- Scott County and Scott County Attorney's Office) 2/15/2026 - Complaint Opened/Acknowledged
58. 26FC:0049 (Jacquelynn Zugg - Chapter 21- City of Centerville) 2/16/2026 - Information Gathering/IR Process
59. 26FC:0048 (Melissa Duffield - Chapter 22- City of Robins) 2/20/2026 - Information Gathering/IR Process
60. 26FC:0052 (Justin Scott - Chapter 22- Denver Community School District) 2/24/2026 - Complaint Opened/Acknowledged
61. 26FC:0054 (Tyler Jett - Chapter 22- Polk County Sheriff's Office) 2/25/2026 - Information Gathering/IR Process
62. 26FC:0051 (Matthew Rollinger - Chapter 22- Iowa Department of Education) 2/25/2026 - Information Gathering/IR Process
63. 26FC:0055 (Curtis Bloes - Chapter 22- Kids World Advisory Board (a joint 28E entity of the City of Sac City and East Sac County Community School District)) 2/26/2026 - Complaint Opened/Acknowledged
64. 26FC:0056 (Jacquelynn Zugg - Both- City of Centerville) 2/27/2026 - Information Gathering/IR Process
65. 26FC:0057 (Jacquelynn Zugg - Chapter 22- City of Centerville) 2/27/2026 - Information Gathering/IR Process

- 26FC:0057 -2 (Jacquelynn Zugg - Chapter 22- City of Centerville, Iowa) 3/13/2026 - Complaint Opened/Acknowledged
66. 26FC:0059 (Susan Lemon - Chapter 21- Woodward Public Library) 2/27/2026 - New / Complaint Information Reviewed
67. 26FC:0063 (Jonathan Uhl - Chapter 22- City of Davenport) 3/5/2026 - Complaint Opened/Acknowledged
68. 26FC:0074 (Rachel Doyle - Chapter 22- City of Rolfe) 3/12/2026 - Complaint Opened/Acknowledged
69. 26FC:0078-1 (Tony Jensen - Chapter 21- City of Mitchellville) 3/13/2026 - Complaint Opened/Acknowledged
- 26FC:0078-2 (Amber Turner - Chapter 21- Mitchellville City Council) 3/13/2026 - Complaint Opened/Acknowledged
70. 26FC:0077 (Gregory Armstrong - Chapter 22- Hamburg csd) 3/15/2026 - Complaint Opened/Acknowledged
71. 26FC:0084 (Mark Beardmore - Both- City of Carroll) 3/20/2026 - Complaint Opened/Acknowledged
72. 26FC:0087 (Citizen of Iowa - Chapter 22- Melcher Dallas Public Library, Melcher Dallas City Council) 3/23/2026 - Complaint Opened/Acknowledged
73. 26FC:0089 (Gabe Schaapveld - Open Meetings Law- Johnson County Board of Supervisors) 3/24/2026 - Complaint Opened/Acknowledged
74. 26FC:0088 (Thomas Colnot - Chapter 22- Waterloo Police Department) 3/26/2026 - Complaint Opened/Acknowledged
75. 26FC:0085 (Andrew Oltrogge - Chapter 22- West Des Moines (City attorney, West Des Moines Police Department)) 3/27/2026 - Complaint Opened/Acknowledged
76. 26FC:0096 (Jacob Franklin - Chapter 22- South Iowa Area Crime Commission (SIACC), South Iowa Area Detention Service Agency (SIADSA)) 4/2/2026 - Complaint Opened/Acknowledged
77. 26FC:0093 (Vendetta CeCe-Jackowiak - Chapter 22- City of Davenport) 4/2/2026 - Complaint Opened/Acknowledged

X. Legal update.

1. Public Records Request
2. ICRC Complaint Update

XI. Committee reports.

1. Training – (Lee)
2. Legislative – (Miller)
3. Rules – (Miller)

XII. Office status report.

1. Office Update * (Miller)
 - i. Staff Attorney Resignation
 - ii. IPIB Retention Policy
2. Financial/Budget Update (FY25) * (Miller)
3. Presentations/Trainings (Miller)
4. District Court Update (Miller)

XIII. Next IPIB Board Meeting will be held on May 21, 2026, at 1:00 p.m.

XIV. Adjourn

*** Attachment**

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E. J. Giovannetti, Urbandale (Public Representative, 2022-2026)
Barry Lindahl, Dubuque (Government Representative, 2024-2028)
Catherine Lucas, Johnston (Government Representative, 2024-2028)
Luke Martz, Ames (Public Representative, 2024-2028)
Joel McCrea, Pleasant Hill (Media Representative, 2022-2026)
Monica McHugh, Zwingle (Public Representative, 2022-2026)
Jackie Schmillen, Urbandale (Media Representative, 2022-2026)
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DRAFT MINUTES

March 19, 2026, 1:00 p.m.

Conference Room

Jessie Parker Building, East

510 East 12th Street, Des Moines

The Iowa Public Information Board (IPIB) met on March 19, 2026, for a special meeting at 1 p.m. at the offices of the Iowa Public Information Board located at 510 East 12th Street, Des Moines. The following members participated: E.J. Giovannetti, Catherine Lucas, Jackie Schmillen (remote), Barry Lindahl, Joel McCrea, Joan Corbin (remote), Luke Martz, and Monica McHugh (remote). Also present was IPIB staff: IPIB Executive Director, Charlotte Miller; IPIB Deputy Director, Charissa Flege (remote); and IPIB Agency Counsel, Alexander Lee. John Lundquist, counsel for the board, was also present, as well as, members of the public. A quorum was declared present.

1:00 PM – IPIB Meeting

- I. Approval of agenda***
On a Motion by Lindahl, second by Martz, to approve the agenda. Approved 8-0
- II. Approval of the February 19, 2026 minutes and March 12, 2026 Minutes.** * On a motion by Giovannetti, second by McCrea, to approve the February 19, 2026 Minutes. Approved 7-0, Schmillen abstain. On a motion by Lindahl, second by Giovannetti, to approve March 12, 2026 Minutes. Approved 5-0; Martz, Schmillen, and McCrea abstained.
- III. Public Forum and Public Comment.*** (5-minute limit per speaker). Mr. Johnson letter was provided to the board.
- IV. Comments from the board chair.** Chair thanked the board.

V. Cases involving Board Deliberation/Action.*

1. 25FC:0031 (*Michael Chapman - Chapter 21- Waterloo Community School District Board of Education*) 3/26/2025 -*Informal Resolution Draft Order IR Agreed to by Parties*. Lee presented on behalf of staff. On a motion to accept the report by Martz, second by McCrea. Approved 8-0.
2. 25FC:0055 (*Justin Cole - Chapter 21- Mount Union Benefited Fire District*) 5/21/2025 - *Informal Resolution IR Agreed to by Parties*. Lee presented on behalf of staff. Motion to accept informal resolution by Martz, second by Lindahl. Approved 8-0.
3. 25FC:0065- 2 (*John Rasmussen - Chapter 21- Pottawattamie County Board of Supervisors*) 7/9/2025 -*Final Report IR Agreed to by Parties*. Miller presented on behalf of staff. Motion to approve the final report and informal resolution report by Giovannetti, second McCrea. Approved 8-0.
4. 25FC:0072 (*Jonathan Uhl - Chapter 22- Scott County / Scott County Attorney's Office*) 6/13/2025 - *Informal Resolution IR Agreed to by Parties*. Miller presented on behalf of staff. Mallory Bagby, Scott County Assistant County Attorney, addressed the Board. Board discussion ensued. A scrivener error was noted on page 2 of the resolution. On a motion by Giovannetti, second by Lindahl, to adopt the informal resolution upon correction of scrivener error. Martz address the government body. Motion passed, 8-0.
5. 25FC:0116 (*Crystal Davis - Chapter 21- Larchwood City Council and Mayor*) 8/27/2025 -*Final Report Draft Order*. Lee presented on behalf of staff and requested the matter be tabled. Lindahl moved to table this matter, second by Giovannetti. Approved, 8-0.
6. 25FC:0126 (*Don McGregor - Chapter 22- Kossuth County Board of Supervisors*) 9/11/2025 -*Status Report Information Gathering/IR Process*; 25FC:0127 (*Vince Johnson - Chapter 22- Kossuth County board of supervisors and trustees of Drainage district DD4*) 9/11/2025 -*Status Report Information Gathering/IR Process*; AND 25FC:0127 (*Vince Johnson - Chapter 22- Kossuth County board of supervisors and trustees of Drainage district DD4*) 9/11/2025 -*Status Report Information Gathering/IR Process*. Lee presented on behalf of staff. Vince Johnson and Don McGregor addressed the Board. Board discussion occurred on whether the document in question was a public record: Lindahl, Martz, Lucas, McHugh, Corbin, and Giovannetti provided comments. On a motion by Giovannetti, second by Martz, to adopt option one presented by staff with a caveat that this was a fact specific determination. Approved, 7-1 (Lindahl – nay).
7. 25FC:0131 (*Gregory Armstrong – Chapter 21- Hamburg City Council.*) 9/16/2025 -*Final Report Completed IR/Final Report*. Flege presented on behalf of staff. Motion to accept final report by Martz, second by McCrea. Approved, 8-0.
8. 25FC:0132 (*Melissa Hannover - Chapter 21- City of Havelock*) 9/16/2025 -*Final Report Completed IR/Final Report*. Flege presented on behalf of staff. On a motion by Giovannetti, second by Lindahl, to adopt and approve the informal resolution report and final report. Approved 8-0.
9. 25FC:0143 (*Brandon Talsma - Chapter 21- Jasper County Conservation*) 10/1/2025 - *Investigative Report Probable Cause Investigation*. Flege presented on behalf of staff. Board discussion occurred. On a motion by Martz, second by Corbin, to dismiss for lack for probable cause.
10. 25FC:0160 (*Michael Benson - Chapter 22- City of Merville*) 10/21/2025 -*Investigative Report Draft Order*. Miller presented on behalf of staff. Chad Thompson, City Attorney, and Michaela Peterson, city clerk, addressed the Board. On a motion by McHugh, second by McCrea to accept the investigative report and dismiss the matter for a lack of probable cause to believe a violation has occurred. Approved 8-0.
11. 25FC:0207 (*William Hendrikson - Chapter 22- Carlyle Dalen, Cerro Gordo County Attorney*) 12/17/2025 -*Investigative Report Probable Cause Investigation*. Flege presented on behalf of

- staff. On a motion by Giovannetti, second Corbin, to dismiss for lack of probable cause to find a violation occurred within IPIB's jurisdiction. Approved, 8-0.
12. 25FC:0210 (*Matthew Rollinger - Chapter 22- Iowa Department of Education*) 12/12/2025 - *Investigative Report Draft Order*. Lee presented on behalf of staff. On a motion by McCrea, second by Giovannetti, to dismiss for lack of probable cause. Approved, 8-0.
 13. 25FC:0221 (*Gregory Armstrong - Chapter 22- School Board*) 12/22/2025 -*Investigative Report Probable Cause Investigation*. Flege presented on behalf of staff and requested that the matter be tabled. On a motion by Martz, second by Lindahl, to table the matter at staff request. Approved, 8-0.
 14. 26FC:0008 (*Torry Peck - Chapter 22- Seymour Community School District*) 1/6/2026 - *Investigative Report Probable Cause Investigation*. Flege presented on behalf of staff. Caleb Housch and Torry Peck, Complainants, addressed the Board. Brett Nitzschke, counsel for the school district, addressed the Board on behalf of the school board. Scott Valentine, Superintendent of Seymour Community School District, was present. Board discussion occurred. On a motion by Lindahl, second by Martz, to adopt staff recommendation to dismiss for lack of probable cause. Approved, 8-0.
 15. 26FC:0016 (*Tremaine J Woods - Chapter 21- Cedar Rapids Board of Education*) 1/18/2026 - *Investigative Report Probable Cause Investigation*. Flege presented on behalf of staff. Board discussion occurred. Elizabeth Heffernan, counsel for Cedar Rapids Board of Education, and Elizabeth Jacobi, Senior Complaine Officer for the District, addressed the board. On a motion by McHugh, second by Lindahl, to adopt staff recommendation to dismiss for lack of probable cause. Approved, 8-0.
 16. 26FC:0031 (*Tamara Jabali - Chapter 22- City of Sioux City Animal Control*) 2/2/2026 - *Investigative Report Probable Cause Investigation*. Flege presented on behalf of staff. Tamara Jabali, Complainant, addressed the board. Board discussion occurred. On a motion by Martz, second by Giovannetti, to adopt staff recommendation to dismiss for lack of probable cause. Approved, 8-0.

VI. Contested Case Update.

1. 24FC:0092 (Aubrey Burress – Chapter 21 – Pleasant Grove Township)

VII. Consent Agenda *

1. **Dismissals.** On a motion by Schmillen, second Lindahl, to accept the consent agenda dismissals. Approved, 8-0.
 - 1) *Dismiss 25FC:0189 (Frank Lee - Chapter 21-) 12/18/2025 – Draft Order.*
 - 2) *Dismiss 25FC:0217 (Matthew Rollinger - Chapter 22- Office of the Iowa Attorney General) 12/12/2025 - Draft Order.*
 - 3) *Dismiss 26FC:0032 (Steve Hebert - Both- City of Fort Dodge) 1/29/2026 - Draft Order.*
 - 4) *Dismiss 26FC:0050 (Chris Holthaus - Chapter 21- Bremer County Emergency Management Commission) 2/19/2026 - Draft Order.*
2. **Acceptance.** On a motion by Martz, second McCrea, to accept the consent agenda acceptances. Approved, 8-0.
 - 1) *Accept 25FC:0202 (Lori White - Chapter 22- City of Missouri Valley) 12/9/2025 - Board Approval of A/D*
 - 2) *Accept 26FC:0002 (Lori White - Chapter 22- Harrison County Sherrif) 1/2/2026 - Board Approval of A/D*
 - 3) *Accept 26FC:0023 (Jacquelynn Zugg - Chapter 22- City of Centerville) 1/23/2026 - Board Approval of A/D*

- 4) *Accept 26FC:0024 (Jarrod Diers - Both- Oskaloosa School District Mahaska Police Department) 1/23/2026 - Information Gathering/IR Process*
- 5) *Accept 26FC:0020 (Smith - Chapter 21- Des Moines Co. Supervisors, Des Moines Co. Engineer, Sara Doty Auditor Des Moines Co.) 1/26/2026 - Board Approval of A/D*
- 6) *Accept 26FC:0028 (Curtis Bloes - Chapter 21- Sac County Iowa Board of Supervisors) 1/27/2026 - Information Gathering/IR Process*
- 7) *Accept 26FC:0029 (Richard Francis - Chapter 22- Webster County Shierffs Department) 1/28/2026 - Complaint Opened/Acknowledged*
- 8) *Accept 26FC:0036 (William Daggett - Chapter 22- City of Baxter, Iowa) 1/30/2026 - Information Gathering/IR Process*
- 9) *Accept 26FC:0040 (Jacquelynn Zugg - Chapter 22- City of Centerville) 2/2/2026 - Board Approval of A/D*
- 10) *Accept 26FC:0035 (Judith Lee - Chapter 22- City of Davenport) 2/6/2026 - Information Gathering/IR Process*
- 11) *Accept 26FC:0049 (Jacquelynn Zugg - Chapter 21- City of Centerville) 2/16/2026 - Board Approval of A/D*
- 12) *Accept 26FC:0048 (Melissa Duffield - Chapter 22- City of Robins) 2/20/2026 - Board Approval of A/D*
- 13) *Accept 26FC:0054 (Tyler Jett - Chapter 22- Polk County Sheriff's Office) 2/25/2026 - Board Approval of A/D*
- 14) *Accept 26FC:0051 (Matthew Rollinger - Chapter 22- Iowa Department of Education) 2/25/2026 - Information Gathering/IR Process*
- 15) *Accept 26FC:0056 (Jacquelynn Zugg - Both- City of Centerville) 2/27/2026 - Board Approval of A/D*
- 16) *Accept 26FC:0057 (Jacquelynn Zugg - Chapter 22- City of Centerville) 2/27/2026 - Board Approval of A/D*
- 17) *Accept 25FC:0192 (Rachel Doyle - Chapter 22- City of Rolfe) 11/27/2025 - Board Approval of A/D*

VIII. Advisory Opinions for Board Consideration.* (Flege)

1. *26AO:0004 - 22.7(5) Confidentiality post inadmissibility order or order to seal (David Fierke) 2/11/2026 - Information Gathering/IR Process. Flege presented on behalf of staff. Board discussion occurred. On a motion by McCrea, second by Giovannetti, to adopt the advisory opinion. Approved, 8-0.*

IX. Matters Withdrawn, No Action Necessary. (Miller)

1. *25FC:0144 (Tony Hamson - Chapter 22- Rake City) 9/26/2025 -Withdrawn Resolved/Withdrawn*
2. *25FC:0157 (Byron Jimmerson - Chapter 21- Clarke County Board of Health) 11/19/2025 - Resolved/Withdrawn*
3. *26FC:0011 (Kari Rose - Chapter 22- City of Carson) 1/12/2026 - Resolved/Withdrawn*
4. *26FC:0012 (Justin Scott - Chapter 22- Denver Community School District) 1/15/2026 - Withdrawn Resolved/Withdrawn*
5. *26FC:0019 (Michael Merritt - Chapter 22- Iowa Attorney General's Office) 1/22/2026 - Withdrawn Resolved/Withdrawn*
6. *26FC:0033 (Melanie Reeves - Chapter 22- Vinton ia police department) 1/12/2026 - Withdrawn Resolved/Withdrawn*
7. *26FC:0041 (Sally Hanna - Chapter 22- City of Spirit Lake, Iowa) 2/4/2026 -Withdrawn Resolved/Withdrawn*

X. Pending Complaints. Informational Only (Miller)

1. 25FC:0054 (Tim Ferguson - Chapter 22- City of Davenport) 5/19/2025 - Information Gathering/IR Process
2. 25FC:0054 (Tim Ferguson - Chapter 22- City of Davenport) 5/19/2025 - Information Gathering/IR Process
3. 25FC:0061 (Dylan Southall - Chapter 22- Cedar Falls Utilities - Cedar Falls, Iowa) 5/23/2025 - Information Gathering/IR Process
4. 25FC:0058 (Rachel Doyle - Both- City of Rolfe) 5/27/2025 - Information Gathering/IR Process
5. 25FC:0070-2 (Keith Wieland - Chapter 22- Buchanan County, Iowa) 6/10/2025 - Information Gathering/IR Process
6. 25FC:0070-4 (Keith Wieland - Chapter 22- Buchanan County, Iowa) 6/10/2025 - Draft Order
7. 25FC:0070-4 (Keith Wieland - Chapter 22- Buchanan County, Iowa) 6/10/2025 - Draft Order Information Gathering/IR Process
8. 25FC:0070-1 (Keith Wieland - Chapter 22- Buchanan County, Iowa) 6/10/2025 - Information Gathering/IR Process
9. 25FC:0070-3 (Keith Wieland - Chapter 22- Buchanan County, Iowa) 6/10/2025 - Information Gathering/IR Process Information Gathering/IR Process
10. 25FC:0075 (Chris Stevens - Chapter 22- City of Swea City IA) 6/17/2025 - Information Gathering/IR Process Information Gathering/IR Process
11. 25FC:0076 (Ken Allsup - Both- Oskaloosa School Board) 6/17/2025 - Information Gathering/IR Process Information Gathering/IR Process
12. 25FC:0079 (Judith Lee - Chapter 22- City of Davenport) 6/24/2025 - Information Gathering/IR Process Information Gathering/IR Process
13. 25FC:0082 (Tim Ferguson - Chapter 22- Davenport Police Department) 6/24/2025 - Information Gathering/IR Process Information Gathering/IR Process
14. 25FC:0089 (Charlie Comfort - Chapter 22- Oskaloosa Community School District) 7/7/2025 - Information Gathering/IR Process
15. 25FC:0092 (Keith Wieland - Chapter 21- Buchanan County Solid Waste Commission) 7/9/2025 – Draft Order Information Gathering/IR Process
16. 25FC:0104 (Tim Ferguson - Chapter 22- City of Davenport and Davenport Police Department) 8/13/2025 - Information Gathering/IR Process
17. 25FC:0109 (Jaicy Skaggs - Chapter 21- City of Kellogg) 8/18/2025 - Information Gathering/IR Process
18. 25FC:0109 (Jaicy Skaggs - Chapter 21- City of Kellogg) 8/18/2025 - Information Gathering/IR Process
19. 25FC:0120 (Tim Ferguson - Chapter 22- Davenport Police Department & City of Davenport) 8/26/2025 - Complaint Opened/Acknowledged
20. 25FC:0121 (Tim Ferguson - Chapter 22- Scott County) 8/26/2025 - Information Gathering/IR Process
21. 25FC:0134 (Richard Francis - Chapter 22- Cerro Gordo County Attorney's Office) 9/20/2025 - Information Gathering/IR Process
22. 25FC:0136 (Alisha Beers - Chapter 22- City Council of Pisgah and Clerk Heather) 9/22/2025 - Information Gathering/IR Process
23. 25FC:0151 (Gregory Armstrong - Chapter 22- Hamburg Community School Board) 10/8/2025 - Information Gathering/IR Process
24. 25FC:0153 (Michael Merritt - Chapter 22- Iowa Attorney General's Office) 10/16/2025 - Information Gathering/IR Process
25. 25FC:0155 (Paullina Resident - Chapter 21- Paullina City Council
26. Paullina Personnel Board) 10/20/2025 - Information Gathering/IR Process

27. 25FC:0166 (James Possehl - Chapter 21- City of Parnell City Council) 10/27/2025 - Information Gathering/IR Process
28. 25FC:0167 (Jacob Hall - Chapter 22- City of Storm Lake) 10/28/2025 - Information Gathering/IR Process
29. 25FC:0176 (Mikayla Simpson - Chapter 22- Madison County Board of Supervisors) 11/6/2025 - Information Gathering/IR Process
30. 25FC:0187-2 (Mikayla Simpson - Chapter 22- Madison County Board of Supervisors) 11/19/2025 - Information Gathering/IR Process
31. 25FC:0187-1 (Mikayla Simpson - Chapter 22- Madison County) 11/19/2025 - Information Gathering/IR Process
32. 25FC:0198 (OpenRec2025 - Chapter 22- Iowa Western Community College) 12/5/2025 - Information Gathering/IR Process
33. 25FC:0200 (John Doe - Chapter 22- Keokuk, IA Police Department) 12/8/2025 - Information Gathering/IR Process
34. 25FC:0191 (Jonathan Uhl - Chapter 22- City of Davenport) 12/9/2025 - Information Gathering/IR Process
35. 25FC:0191 (Jonathan Uhl - Chapter 22- City of Davenport) 12/9/2025 - Information Gathering/IR Process
36. 25FC:0191-225FC:0191 (Jonathan Uhl - Chapter 22- City of Davenport) 12/9/2025 - Information Gathering/IR Process
37. 25FC:0201-225FC:0201 (Lori White - Chapter 22- City of Missouri Valley Iowa) 12/9/2025 - Information Gathering/IR Process
38. 25FC:0188-225FC:0188 (Kyle Ocker - Chapter 22- City of Pleasantville) 12/10/2025 - Information Gathering/IR Process
39. 25FC:0215-225FC:0215 (William Daggett - Chapter 22- City of Baxter) 12/16/2025 - Information Gathering/IR Process
40. 25FC:0208-225FC:0208 (William Hendrikson - Chapter 22- Sheriff David Hepperly - Cerro Gordo County Sheriff's Office) 12/17/2025 - Information Gathering/IR Process
41. 25FC:0209-225FC:0209 (William Hendrikson - Chapter 22- Cerro Gordo County) 12/17/2025 - Information Gathering/IR Process
42. 25FC:0206-225FC:0206 (William Hendrikson - Chapter 22- City of Clear Lake Police Department) 12/18/2025 - Information Gathering/IR Process
43. 25FC:0212-225FC:0212 (Travis Petsche - Chapter 22- City of Fayette) 12/18/2025 - Information Gathering/IR Process
44. 25FC:0214-225FC:0214 (Shannon Martinez - Chapter 22- Wilton Police Department) 12/18/2025 - Information Gathering/IR Process
45. 26FC:0004 (Rebecca Bianchi - Both- City of Mitchellville) 1/4/2026 - New / Complaint Information Reviewed
46. 26FC:0005 (Stephen Swanson - Chapter 21- Madison County Board of Supervisors) 1/5/2026 - Information Gathering/IR Process
47. 26FC:0006 (Jacob Hall - Chapter 22- Sioux Center Library - City of Sioux Center) 1/5/2026 - Information Gathering/IR Process
48. 26FC:0010 (Jennifer Benbow - Chapter 22- Marshall County Sheriff's Office) 1/8/2026 - Information Gathering/IR Process
49. 26FC:0014-1 (Caleb Housh - Chapter 21- Seymour Community School District) 1/9/2026 - Information Gathering/IR Process
50. 26FC:0027 (Tim Ferguson - Both- Scott County and Scott County Attorney's Office) 1/21/2026 - New / Complaint Information Reviewed
51. 26FC:0015 (James Phillips - Chapter 22- Madison County Board of Supervisors) 1/22/2026 - Information Gathering/IR Process

52. 26FC:0021 (Tim Ferguson - Both- City of Davenport and Davenport Police) 1/26/2026 - New / Complaint Information Reviewed
53. 26FC:0034 (Gregory Armstrong - Chapter 21- Hamburg city council Hamburg iowa) 1/29/2026 - Information Gathering/IR Process
54. 26FC:0030 (Anthony Teninty - Chapter 22- Wapello County) 1/29/2026 - Information Gathering/IR Process
55. 26FC:0025 (Linda Smithson - Chapter 21- Bettendorf Community School District Board of Directors) 1/30/2026 - Information Gathering/IR Process
56. 26FC:0018 (Steven Bowman - Chapter 22- City of Des Moines) 1/30/2026 - Information Gathering/IR Process
57. 26FC:0037 (Shane Martinson - Chapter 22- City of Stuart, Stuart, Iowa) 1/30/2026 - Information Gathering/IR Process
58. 26FC:0039 (Wellington - Chapter 22- Henry County) 2/2/2026 - Complaint Opened/Acknowledged
59. 26FC:0042 (Lori Daughenbaugh - Chapter 22- City of Runnells) 2/4/2026 - Information Gathering/IR Process
60. 26FC:0043 (Judith Lee - Chapter 22- City of Davenport) 2/6/2026 - Complaint Opened/Acknowledged
61. 26FC:0047 (Tim Ferguson - Both- Scott County and Scott County Attorney's office) 2/15/2026 - Complaint Opened/Acknowledged
62. 26FC:0046 (Tim Ferguson - Both- Scott County and Scott County Attorney's Office) 2/15/2026 - Complaint Opened/Acknowledged
63. 26FC:0053 (Lori White - Chapter 22- Harrison County Sheriff and Harrison county attorney) 2/19/2026 - New / Complaint Information Reviewed
64. 26FC:0052 (Justin Scott - Chapter 22- Denver Community School District) 2/24/2026 - Complaint Opened/Acknowledged
65. 26FC:0055 (Curtis Bloes - Chapter 22- Kids World Advisory Board (a joint 28E entity of the City of Sac City and East Sac County Community School District)) 2/26/2026 - Complaint Opened/Acknowledged
66. 26FC:0058 (Laura Johnston - Chapter 21- Story County Board of Health) 2/27/2026 - Complaint Opened/Acknowledged
67. 26FC:0059 (Susan Lemon - Chapter 21- Woodward Public Library) 2/27/2026 - New / Complaint Information Reviewed
68. 26FC:0060 (Jason Battin - Chapter 22- City of Mitchellville) 3/1/2026 - Complaint Opened/Acknowledged 26FC:0061 (Jeremy Newsom - Chapter 22- Iowa department of public safety) 3/1/2026 - Complaint Opened/Acknowledged
69. 26FC:0064 (Heather Duncan-Detrick - Chapter 22- Iowa Department of Corrections) 3/3/2026 - Complaint Opened/Acknowledged
70. 26FC:0062 (Jonathan Uhl - Chapter 22- Scott County, IA) 3/5/2026 - Complaint Opened/Acknowledged
71. 26FC:0063 (Jonathan Uhl - Chapter 22- City of Davenport) 3/5/2026 - Complaint Opened/Acknowledged
72. 26FC:0068 (Nicholas Bargren - Chapter 22- Iowa City Police Department) 3/6/2026 - Complaint Opened/Acknowledged
73. 26FC:0069 (Angela Newcomb - Both- Marion Independent School District) 3/12/2026 - Complaint Opened/Acknowledged

XI. Committee Reports

1. *Training.* March 19, 2026 Training Committee Meeting was cancelled. Lee provided board an update on training.

2. *Legislative*. Miller provided the board with an update.
3. *Rules*. Miller provided the board with an update.

XII. Office status report.

1. *Office Update*. Miller provided the board with an update.
2. *Financial/Budget Update (FY25)*. Miller provided the board with an update.
3. *Presentations/Trainings*. Miller provided the board with an update.
4. *District Court Update*. Lundquist provided the board with an update of district court cases.

XIII. Next IPIB Board Meeting will be held on April 16, 2026, at 1:00 p.m.

XIV. Adjourn

*** Attachments**

The Iowa Public Information Board

<p>In re the Matter of:</p> <p>Michael Chapman, Complainant</p> <p>And Concerning:</p> <p>Waterloo Community School District Finance Committee, Respondent</p>	<p>Case Number: 25FC:0031</p> <p>Final Report</p>
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COMES NOW, Alexander Lee, Agency Counsel for the Iowa Public Information Board (IPIB), and enters this Final Report:

On March 26, 2025, Michael Chapman filed formal complaint 25FC:0031, alleging the Finance Committee of the Waterloo Community School District Board of Education violated Iowa Code Chapter 21.

The IPIB accepted this complaint at its meeting on April 17, 2025.

Background

The Waterloo Community School District is a public school district in Black Hawk County, which is governed by a seven-member Board of Education.

Under this Board, there is a Finance Committee, a multimembered body which was comprised of the Board's President, the Board's Vice President, and another Board member at the time of the complaint, though this specific composition was not required by any rule. On March 26, 2025, the complainant, Michael Chapman, attempted to attend a meeting of the Finance Committee but was informed that the session was not open to the public.

On September 18, 2025, IPIB considered an investigative report with stipulated facts about the nature and duties of the Finance Committee. While no final, formal decision was made on this case, IPIB's executive board adopted staff's recommended analysis that there was probable cause to find the Finance Committee qualified as a governmental body under Iowa Code § 21.2(1)(c) based on the facts presented. *See 25FC:0031, Michael Chapman/Waterloo Community School District Finance Committee.*

The matter was redirected for further consideration, and the District subsequently agreed to proceed with informal resolution.

Informal Resolution

Following mediation, all parties agreed to an Informal Resolution to resolve the complaint, which IPIB approved on March 19, 2026. In adopting the resolution, the parties acknowledged the agreement was not to be construed as an admission of any liability or wrongdoing, which was expressly denied by the District. The following terms were included:

1. This Informal Resolution was formally approved by the Waterloo Community School District during an open session meeting on March 9, 2026. The District provided IPIB staff with a copy of the minutes demonstrating approval.
2. In approving this Informal Resolution, the District agreed that future meetings of the Finance Committee would be held pursuant to the requirements of Chapter 21 so long as it continues to exist in its current form.
3. The District further acknowledged that Term #2 applied to other, permanent committees with substantially similar committee members and which are given similar authority and discretion to set their own priorities and agendas within broad policy categories.


Michael Chapman approved the Informal Resolution on March 10, 2026.

The Waterloo Community School District Board of Directors and Finance Committee jointly approved the Informal Resolution on March 9, 2026.

IPIB approved the Informal Resolution Report on March 19, 2026.

All terms of the Informal Resolution have been met. IPIB staff recommends this Final Report be adopted and the complaint be dismissed as resolved.

By the IPIB Agency Counsel,



Alexander Lee, J.D.

CERTIFICATE OF MAILING

This document was sent on April 8, 2026, to:

Michael Chapman, Complainant

Waterloo Community School District, Respondent

The Iowa Public Information Board

In re the Matter of:	Case Number: 25FC:0061
Dylan Southall, Complainant	Investigative Report
And Concerning:	
Cedar Falls Utilities, Respondent	

COMES NOW, Charlotte Miller, Executive Director for the Iowa Public Information Board (“IPIB”), and enters this Investigative Report:

On March 23, 2025, Dylan Southall (Complainant) filed formal complaint 25FC:0061, alleging Cedar Falls Utilities (Respondent) violated Iowa Code Iowa Code Chapter 22 by failing to produce records responsive to his record requests.

The IPIB accepted this Complaint on April 28, 2025

Facts

The circumstance of this complaint relates to certain personnel records of the Complainant.

Complainant was employed by Respondent until his voluntary resignation in early 2025. During his employment, Respondent provided Complainant with tuition reimbursement benefits. Following his separation, Respondent sought repayment of that reimbursement.

On December 19, 2023, while still employed, Complainant requested and received a copy of his personnel file from Respondent. In March 2025, following his resignation, Complainant requested his personnel file and medical records by mail. Respondent's Human Resources Manager confirmed on April 3, 2025, that both files were being mailed. Complainant acknowledged receipt on April 7, 2025.

On approximately May 5, 2025, Complainant submitted a formal open records request to Respondent encompassing ten categories of documents, including: all versions of Respondent's Substance Abuse and Drug Testing Policy; the Progressive Discipline Policy; all internal and external communications referencing Complainant; documentation related to a December 30, 2022 reasonable-suspicion drug test; verbal warning documentation; personnel file tracking

documentation; correspondence related to the March 2025 records request; attorney-client correspondence; communications concerning Invoice #94017; and audio recordings of disciplinary meetings.

Respondent responded to the Complainant on May 23, 2025. Respondent produced final versions of its Substance Abuse and Drug Testing Policy and its Progressive Discipline Policy as contained in the 2022, 2023, and 2024 Employee Handbooks. For records related to the December 30, 2022 drug test, the verbal warning documentation, and audio recordings of disciplinary meetings, Respondent asserted confidentiality under Iowa Code § 22.7(11). For broad communications requests, Respondent requested a beginning date from Complainant before incurring search costs. For attorney-client communications, Respondent asserted Iowa Code § 22.7(4).

On June 12, 2025, Respondent transmitted the December 30, 2022 drug test result to Complainant via an encrypted Microsoft secure message. Respondent noted that because of the passage of time, retrieval from third-party vendor eScreen was required. Complainant did not open the encrypted message. Complainant acknowledged after Respondent's formal July 1, 2025 response to IPIB that Respondent had treated the message as a production of the record.

On July 8, 2025 Complainant narrowed his complaint and he is seeking the following two items: (1) the drug test observation form generated in connection with the December 30, 2022 drug test; and (2) any documentation reflecting the verbal warning related to the conduct cited in that same timeframe.

Applicable Law

The following public records shall be kept confidential, unless otherwise ordered by a court, by the lawful custodian of the records, or by another person duly authorized to release such information:

...

11. a. Personal information in confidential personnel records of government bodies relating to identified or identifiable individuals who are officials, officers, or employees of the government bodies. However, the following information relating to such individuals contained in personnel records shall be public records:

(1) The name and compensation of the individual including any written agreement establishing compensation or any other terms of employment excluding any information otherwise excludable from public information pursuant to this section or any other applicable provision of law. For purposes of this paragraph, "compensation" means payment of, or agreement to pay, any money, thing of value, or financial benefit conferred in return for labor or services rendered by an official, officer, or employee plus the value of benefits conferred including but not limited to casualty, disability, life, or health

insurance, other health or wellness benefits, vacation, holiday, and sick leave, severance payments, retirement benefits, and deferred compensation.

(2) The dates the individual was employed by the government body.

(3) The positions the individual holds or has held with the government body.

(4) The educational institutions attended by the individual, including any diplomas and degrees earned, and the names of the individual's previous employers, positions previously held, and dates of previous employment.

(5) The fact that the individual resigned in lieu of termination, was discharged, or was demoted as the result of a disciplinary action, and the documented reasons and rationale for the resignation in lieu of termination, the discharge, or the demotion. For purposes of this subparagraph, "demoted" and "demotion" mean a change of an employee from a position in a given classification to a position in a classification having a lower pay grade.

Iowa Code § 22.7(11)(a).

“Public records” includes all records, documents, tape, or other information, stored or preserved in any medium, of or belonging to this state or any county, city, township, school corporation, political subdivision, nonprofit corporation other than a fair conducting a fair event as provided in chapter 174, whose facilities or indebtedness are supported in whole or in part with property tax revenue and which is licensed to conduct pari-mutuel wagering pursuant to chapter 99D, or tax-supported district in this state, or any branch, department, board, bureau, commission, council, or committee of any of the foregoing.

Iowa Code § 22.1(3)(a).

“‘Public records’ also includes all records relating to the investment of public funds including but not limited to investment policies, instructions, trading orders, or contracts, whether in the custody of the public body responsible for the public funds or a fiduciary or other third party.”

Iowa Code § 22.1(3)(b).

Analysis

Complainant has narrowed his complaint to two items: the drug test observation form and verbal warning documentation related to the December 30, 2022 drug test. Therefore, the remaining question at issue is whether Respondent properly withheld these records under the personal information exception in Iowa Code § 22.7(11).

In *ACLU Foundation v. Atlantic Community School District*, the Court outlines a two-part process for evaluating the § 22.7(11) exemption: (1) “determine whether the information fits into the category of ‘[p]ersonal information in confidential public records’” and (2) if the information does not fit in a category, “then apply the balancing test as a means of weighing individual privacy interests against the public's need to know.” 818 N.W.2d 231, 235 (Iowa 2012). Accordingly, once

requested material falls within a category protected by the statute, it is deemed confidential, and no additional analysis is necessary. *Id.* The confidentiality provided by § 22.7(11) is categorical. See *Mitchell v. City of Cedar Rapids*, 926 N.W.2d 222, 234 (Iowa 2019) (explaining that § 22.7(11) affords categorical protection from disclosure, unlike the qualified protection available under § 22.7(5)).

The specific category protected by § 22.7(11) consists of “personal information in confidential personnel records.” *Id.* at 233. Iowa courts have further clarified what documents qualify as “personal information in confidential personnel records.” In *Des Moines Independent Community School District v. Des Moines Register & Tribune*, the court concluded that investigative materials addressing concerns about a school principal and maintained in the employee’s personnel file functioned as performance evaluations and were therefore confidential under § 22.7(11). 487 N.W.2d 666, 670 (Iowa 1992). Similarly, in *ACLU v. Atlantic Community School District*, the court explained that disciplinary records and information concerning discipline contained in employee files “are nothing more than in-house job performance records or information.” 818 N.W.2d at 235. As a result, records and information relating to disciplinary actions fall squarely within the exemption set forth in Iowa Code § 22.7(11)(a), because they constitute “personal information in confidential personnel records.” *Id.* In 23AO:0004, the IPIB analyzed the legal precedent and found that “[u]nder the court’s interpretation of ‘personal information in confidential personnel records,’ any records in the personnel file of the employee related to job performance are protected from disclosure under [Iowa Code] § 22.7(11), which would include positive or exculpatory performance records.” 23AO:0004, *Confidentiality of Documents in Personnel Investigation*.

The drug test observation form was completed by supervisors to document the behavioral basis for administering a reasonable-suspicion drug test. Such a form is a record generated through a personnel investigation. Complainant argues that because discipline followed the investigation, the investigatory records have been integrated into his personnel record and the exemption no longer applies. Iowa Code § 22.7(11), however, does not condition the personnel investigation exemption on whether the underlying investigation resulted in discipline. Complainant's reasoning would effectively nullify the exemption in every case where a personnel investigation concludes in a disciplinary action, which is among the most common outcomes. Iowa Code § 22.7(11) does not support that result.

With respect to the verbal warning documentation, Respondent has stated that any records intended to be part of Complainant's personnel file were included in the file provided to him. The absence of an employee disciplinary report for a verbal warning is consistent with the verbal nature of the warning itself and does not establish that Respondent withheld responsive documents.

IPIB Action

The Board may take the following actions upon receipt of a probable cause report:

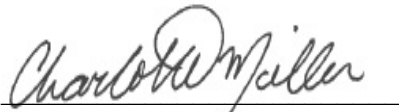
- a. Redirect the matter for further investigation;
- b. Dismiss the matter for lack of probable cause to believe a violation has occurred;
- c. Make a determination that probable cause exists to believe a violation has occurred, but, as an exercise of administrative discretion, dismiss the matter; or
- d. Make a determination that probable cause exists to believe a violation has occurred, designate a prosecutor and direct the issuance of a statement of charges to initiate a contested case proceeding.

Iowa Admin. Code r. 497-2.2(4).

Recommendation

It is recommended the Board dismiss this matter for lack of probable cause. Respondent properly withheld the drug test observation form and any verbal warning documentation under Iowa Code § 22.7(11) as records generated through a personnel investigation. No probable cause exists to believe a violation of Iowa Code Chapter 22 has occurred.

By the IPIB Executive Director:



Charlotte J.M. Miller, J.D.

CERTIFICATE OF MAILING

This document was sent on April 8, 2026, to:

Dylan Southall, Complainant
Cedar Falls Utilities, Respondant

The Iowa Public Information Board

In re the Matter of: Keith Wieland, Complainant And Concerning: Buchanan County, Respondent	Case Number: 25FC:0070 Investigative Report
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COMES NOW, Alexander Lee, Agency Counsel for the Iowa Public Information Board (IPIB), and enters this Investigative Report:

On June 10, 2025, Keith Wieland (Complainant) filed formal complaint 25FC:0070, alleging that Buchanan County (Respondent) violated Iowa Code Chapter 22.

IPIB accepted this Complaint on July 17, 2025.

Facts

Buchanan County is represented by a three-member Board of Supervisors. At all times relevant to this case Complainant has served as an elected supervisor.

Between March 25, 2025 and May 29, 2025, Complainant sent four separate records requests to the County Auditor, seeking 1) records related to the lease of a particular county-owned farm (25FC:0070-1), 2) the by-laws of the Buchanan County Landfill Commission (25FC:0070-2), 3) a roster of county-owned vehicles (25FC:0070-3), and 4) copies of a particular business contract involving the county government (25FC:0070-4). The Auditor responded to these requests by asking why Complainant was seeking the information, but no records were released for any of the four requests at the time they were made.¹

¹ As an illustrative example, Complainant’s fourth request was made on May 22, 2025, with a short email reading: “Please send me a copy of the Sidwell contract.”

The Auditor responded the same day: “The contract was provided before the BOS meeting on May 12, along with an update that was received during the discussion. My question to you is did you not make a copy or scan it to yourself? Your weekly demands are getting frustrating. I am not your personal secretary, and you are not my boss. We are both elected officials, that need to work together. However, your odd demands to me are getting very frustrating. When I email you back requesting a reason for all these demands. [sic] I never receive a response from you.”

On June 10, 2025, Wieland filed formal complaints for each of the four sets of requests, alleging that Respondent had violated Chapter 22 by failing to release responsive records. These complaints were investigated jointly as 25FC:0070-1 through -4.

On August 18, 2025, during IPIB's investigation of the complaint, the Auditor prepared an affidavit stating that she understood each of the requests to have been made in Complainant's official capacity as a county supervisor, based on his fiduciary duties to the county, and therefore treated them as correspondence from a fellow elected representative rather than as Chapter 22 requests from a member of the public.

Complainant has never outright stated that the requests should be treated as Chapter 22 requests. However, on October 17, 2025, based on informal resolution discussions and a recently enacted county policy (Resolution 25-61),² IPIB staff directed the Auditor to proceed with Complainant's records requests on the assumption that they had been made pursuant to Chapter 22.

On December 1, 2025, Respondent answered all four requests as follows:

1. Respondent provided relevant lease documents for the county-owned farm, along with a link to an online index maintained on the county website.
2. Respondent asserted that no records were available, as the County Auditor stated she was not the lawful custodian for the Commission as a separate 28E board. Complainant has nevertheless been provided a copy of the by-laws.
3. Respondent stated that the County does not maintain a separate roster of county-owned vehicles, but they do have a combined fixed asset list which includes these vehicles amongst other property. Respondent offered to provide this list or an insurance policy covering the county-owned vehicles if Complainant wanted either of these related records.
4. Respondent provided a copy of the requested contract.

On January 15, 2026, IPIB considered an investigative report recommending dismissal for lack of probable cause. During discussion at the meeting, board members expressed concerns about the delay in producing records and Respondent's answer to the third request (25FC:0070-3), along with interest in requiring the Auditor to attend training on Chapter 22 as part of the resolution of this request. Following discussion, IPIB's executive board unanimously voted to reject the investigative report and return the case for further consideration. The approved motion called for 25FC:0070 to be tabled until the other Buchanan County case filed by Complainant (25FC:0092) was ready for resolution.

² Resolution 25-61, passed in response to the concerns raised in this complaint, provides in relevant part that the Board of Supervisors may only exercise its authority to request special access based on fiduciary duties by official action of the full board, while acknowledging that individual supervisors may still make Chapter 22 requests as members of the public without constraint.

On February 2, 2026, Respondent submitted a supplemental response. The response stated that the Auditor had received training on Chapters 21 and 22 through Ahlers & Cooney (a law firm) on October 3, 2025, following notice of acceptance for the present complaint. The response also addressed the lack of a separate list of county-owned vehicles, explaining that the County tracks these vehicles together with other fixed assets, including land, buildings, infrastructure, and other property.

On March 18, 2026, Complainant revisited the issue of the county-owned vehicle roster, noting that the Auditor was subject to the aforementioned fixed asset reporting requirement and asking why records still had not been released for 25FC:0070-3. Respondent reiterated that “the County has a fixed asset policy that includes land, buildings, improvements other than buildings, machinery and equipment, infrastructure, and construction in progress,” but “[v]ehicles are not tracked separately or maintained in a separate record.” They offered again to produce the fixed asset log or insurance policy, if desired. Complainant did not respond to this offer, instead reasserting his right to receive records based on Chapter 22, Chapter 331, and his fiduciary duties as a county supervisor. When IPIB staff sought clarification about whether Complainant wanted the offered records and whether the requests should be considered under Chapter 22 or Chapter 331, Complainant indicated that he wanted 25FC:0070 to proceed as a contested case.

As relevant to IPIB’s motion from the January 2026 meeting to hold resolution pending 25FC:0092, Complainant has similarly declined informal resolution in that matter.

Applicable Law

“Every person shall have the right to examine and copy a public record and to publish or otherwise disseminate a public record or the information contained in a public record.” Iowa Code § 22.2(1).

Analysis

Respondent does not dispute Complainant’s right to seek public records pursuant to Chapter 22, despite the privileged access he may separately enjoy as a county supervisor with fiduciary duties under Chapter 331. *C.f. Gabrilson v. Flynn*, 554 N.W.2d 267, 275 (Iowa 1996). Instead, Respondent maintains that the Auditor’s initial handling of the disputed requests was a result of her belief that they were made by Complainant in his official capacity, effectively as an “interoffice request” between two elected county officials. In support of this defense, Respondent cites two related IPIB cases involving comparable requests from city council members which were initially misunderstood to have been made in the members’ official capacity. In both instances, IPIB dismissed for harmless error, as the city responded appropriately as required by Chapter 22 once the nature of the requests was clarified. 21FC:0109, *E.J. Bell/City of Atkins*; 21FC:0111, *Julie DeMeulenaere/City of Atkins*.

While it is true that Chapter 22 does not require a requester to invoke the statute by name or use any special language, a lawful custodian may also have different obligations depending on the nature of a request (e.g. there may be certain confidential information available to Complainant in his capacity as a supervisor which would not be available to the general public, but Chapter 22 may be preferable for simple requests if fiduciary access requires a justification, paperwork, or board action). In this case, it is not clear that Complainant has ever explicitly clarified whether his requests were intended to be Chapter 22 public records requests, and certain messages from the mediation process suggest his intent was to assert both access options available to him.³

Ambiguity notwithstanding, Respondent provided appropriate responses to each of the disputed requests after IPIB staff directed them to apply Chapter 22. Although the request for the county-owned vehicle roster remains contested, Respondent has explained why the specific record does not exist and offered to provide the closest relevant records (the fixed asset list and vehicle insurance policy) if requested. As of the time this report is written, Complainant has declined to answer whether he is interested in these records, opting instead to request IPIB proceed with its formal process under Iowa Code § 23.10.

Since receipt of the complaint, Respondent has also voluntarily taken additional remedial actions, including the passage of Resolution 25-61, which clarifies the procedure for the Board of Supervisors to make official requests for information while expressly recognizing the right of individual supervisors to submit Chapter 22 requests, and the training session attended by the County Auditor in October 2025 on the requirements of Chapters 21 and 22.

Because Complainant has now declined informal assistance and directed IPIB to proceed under Iowa Code § 23.10, IPIB staff now return the matter for a determination of probable cause. Based on the foregoing, staff recommend the board dismiss the matter for lack of probable cause to believe a violation has occurred pursuant to Iowa Code § 23.10(2), as Respondent appropriately responded to each request in good faith once they were directed to assume the requests were submitted based on Chapter 22. Respondent has also addressed each of the concerns raised by IPIB board members in their consideration of the previous investigative report.

IPIB Action

The Board may take the following actions upon receipt of a probable cause report:

- a. Redirect the matter for further investigation;
- b. Dismiss the matter for lack of probable cause to believe a violation has occurred;

³ For example, in an August 14, 2025 email, Complainant addressed Respondent's defense that "the county auditor was confused about which laws to adhere" by stating: "Of course, the answer is both." In another email on October 7, 2025, Complainant indicated that he had "intentionally omitted any reason for the information requests" and "[w]hatever rights any individual has to increase their ability to request confidential information protected under Chapter 22 would reasonably be proven by the requestor's authority."

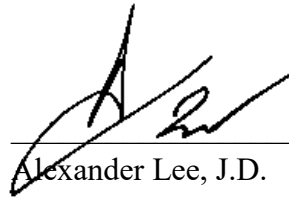
- c. Make a determination that probable cause exists to believe a violation has occurred, but, as an exercise of administrative discretion, dismiss the matter; or
- d. Make a determination that probable cause exists to believe a violation has occurred, designate a prosecutor and direct the issuance of a statement of charges to initiate a contested case proceeding.

Iowa Admin. Code r. 497-2.2(4).

Recommendation

IPIB staff recommends dismissal for lack of probable cause to believe a violation has occurred for the following reasons: 1) any delay in producing responsive records was the result of reasonable ambiguity about whether records were being sought under Chapter 22, 2) Respondent properly handled the requests once the ambiguity was resolved, and 3) Respondent has taken appropriate measures based on IPIB's direction to reduce the risk of future issues.

By the IPIB Agency Counsel,



Alexander Lee, J.D.

CERTIFICATE OF MAILING

This document was sent on April 8, 2026, to:

Keith Wieland, Complainant
Buchanan County Board of Supervisors, Respondent

The Iowa Public Information Board

In re the Matter of: Judith Lee, Complainant And Concerning: City of Davenport, Respondent	Case Number: 25FC:0079 Investigative Report
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COMES NOW, Alexander Lee, Agency Counsel for the Iowa Public Information Board (IPIB), and enters this Investigative Report:

On June 23, 2025, Judith Lee (Complainant) filed formal complaint 25FC:0079, alleging that the City of Davenport (Respondent) violated Iowa Code Chapter 22.

IPIB accepted this Complaint on July 17, 2025.

Facts

The disputed Chapter 22 request in this complaint arises from the resignation of the City of Davenport’s former corporation counsel in late 2023. On November 13, 2023, in connection with this resignation, the former counselor submitted a demand letter addressed to “City Council of the City of Davenport, Iowa and Mayor,” which was delivered to the assistant corporation counsel. The demand letter included a list of grievances against the city government and demands for over \$400,000 in reparations. Complainant, who was serving as an alderwoman on the city council at the time, states that she never received notice of this demand letter until October 2024, when KWQC, a local news media organization, obtained the document through a Chapter 22 request and released it to the public.

On November 13, 2024, Complainant submitted a Chapter 22 request for the following records:

All communication among all employees in the Davenport Legal Department, council members, [the mayor], [the interim city administrator], and [another city employee] regarding the November 13, 2023 demand letter . . . including but not limited to documentation that [the assistant corporation counsel] sen[t] this demand letter to any and all Council members, and all documentation regarding any and all payments and benefits

made by the City to [the former counselor], from November 13, 2023 to November 12, 2024.

On November 26, 2024, Respondent provided an initial fee estimate of \$2,030 for over 3,000 emails, based on a keyword search for the former counselor's name and "demand letter." After Complainant suggested a Boolean search for only records containing both keywords, however, the fee was recalculated to \$114, and then to \$56.92 (1.5 hours) after duplicate records were removed.

Complainant promptly paid for the request on December 9, 2024. On December 16, 2024, Respondent released twenty-one documents. Complainant replied the next day, informing city staff that the majority of these records were not responsive to the language of her request, and only one – an October 25, 2024 email from the current corporation counsel to city council members informing them of the KWQC request – actually involved communication between the named city personnel about the demand letter. As such, Complainant questioned whether additional records had been overlooked or withheld, as Respondent's production implied there had been no internal communications about the demand letter beyond the initial receipt and a media inquiry nearly a year later.

On January 10, 2025, the city's current corporation counsel offered to perform a new search with broader search terms based on these concerns, at no additional cost to Complainant. According to Respondent, the expanded search (for all emails with the keywords "demand" or "letter) included approximately 7,000 potential hits. On March 26, 2025, legal counsel completed the review, with a message sent through the city's records portal informing Complainant that the new search had not yielded any additional responsive records. The request was officially closed on May 27, 2025.

On June 23, 2025, Complainant filed formal complaint 25FC:0079, alleging unreasonable delay and a failure to release responsive documents. Following acceptance, IPIB staff notified Respondent of the complaint on July 2, 2025.

After a lengthy discussion, Respondent's corporation counsel confirmed on November 18, 2025 that thirteen responsive emails had been withheld based attorney-client privilege. According to counsel, there were no communications exchanged between city employees and elected officials, except for these thirteen emails between the city administrator, the city's legal department, and an outside law firm representing the city.

On March 5, 2026, counsel provided an affidavit upon request from IPIB staff which attested to Respondent's handling of the request.

Analysis

Based on IPIB's investigation and corporation counsel's affidavit, it appears that there were never any public records responsive to Complainant's request, aside from notice of the KWQC's records request and the thirteen emails protected by attorney-client privilege, which could be properly

withheld. See *Horsfield Materials, Inc. v. City of Dyersville*, 834 N.W.2d 444, 463 (Iowa 2013). Although the city council and mayor acted to accept the former counselor's resignation and appoint an interim placement, they were seemingly never informed of the demand letter, which would be consistent with Complainant's recollection of her time on city council during the relevant period. IPIB staff's understanding is that the city administrator briefly discussed the demand letter with the attorneys representing the city at the time, but other city officials were never involved, and no payments were made in connection with the demand.

Regrettably, it took over a year from the date of the initial request to the substantive conclusion of IPIB's investigation to reach this clarification. An earlier answer to Complainant's questions about the apparent discrepancy might have saved considerable time and effort for all involved in the dispute, including the time spent by the current corporation counsel reviewing 7,000 emails with the keywords "demand" and "letter" with no results.

Nevertheless, nothing in Chapter 22 requires a lawful custodian to justify the absence of expected records. IPIB staff's requests were intended to investigate whether Respondent had failed to produce additional responsive records, given the lack of expected internal communications about the demand letter and the potential gaps in the selected search terms, rather than seeking information which otherwise would be required under any provision of Chapter 22.

Alongside concerns about improper withholding, the complaint also alleges unreasonable delay. This presents a measurement challenge. On the one hand, the Chapter 22 request itself was open for over six months, with four-and-a-half months between the time the request was filed (November 13) and corporation counsel's notice that he had concluded the expanded search with no additional records produced (March 26). On the other hand, all responsive records ever produced in this request were made available on December 16, approximately one month from the time of submission (including Thanksgiving week) and a mere five business days after receipt of payment. Notably, the extra work done *after* the initial disclosure was intended to assuage Complainant's remaining concerns, and no additional fees were charged to the Complainant at any time. Under these circumstances, there is not a clear basis to find unreasonable delay.

IPIB Action

The Board may take the following actions upon receipt of a probable cause report:

- a. Redirect the matter for further investigation;
- b. Dismiss the matter for lack of probable cause to believe a violation has occurred;
- c. Make a determination that probable cause exists to believe a violation has occurred, but, as an exercise of administrative discretion, dismiss the matter; or

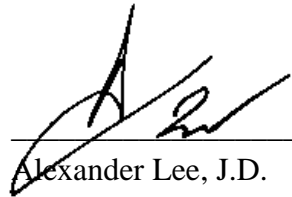
d. Make a determination that probable cause exists to believe a violation has occurred, designate a prosecutor and direct the issuance of a statement of charges to initiate a contested case proceeding.

Iowa Admin. Code r. 497-2.2(4).

Recommendation

Given these considerations, while certain aspects of Respondent's handling of the request likely fell short of best practice, IPIB staff recommend the board dismiss for lack of probable cause to find a violation of Chapter 22.

By the IPIB Agency Counsel,



Alexander Lee, J.D.

CERTIFICATE OF MAILING

This document was sent on April 8, 2026, to:

Judith Lee, Complainant
City of Davenport, Respondent

Statement by Judith Lee, Complainant, Case 25FC:0079 Concerning City of Davenport Respondent. April 16, 2026

I am grateful for the Board accepting this complaint, and especially grateful for the time and openness that Mr. Lee put into this investigation. I am especially grateful for the opportunity to tell you why I am here today. I care about Davenport enough to serve the people as a public servant, and to continue to serve as a constituent, to try to make this City better for us all. I care enough to come before you to ask to you take a first step to make Davenport city government more transparent and accountable to its citizens as intended by the Iowa Legislature's 2025 amendments to state codes Part 21 and 22.

I am not an attorney nor am I a legal scholar of Part 22 Open Records law. I make my statements based on my experience in attempting and failing to obtain responsive documents to my Part 22 request. Not only were the documents provided by Mr. Huff non-responsive, but so was Mr. Huff throughout this process.

I am here because, during the time I served as alderwoman, the Corporation Counsel at the time, Tom Warner, received three demand letters directly from employees, negotiated secretly, wrote agreements secretly, then signed them secretly in violation of state law, creating nearly \$2M in taxpayer payouts.

I and everyone else learned about Mr. Warner's own letter demanding nearly half a million dollars when Corporation Counsel Huff released it to the news station KWQC nearly a year after its receipt by the City legal department. I wanted to know what was going on with the Warner demand letter.

My FOIA request for documents relevant to the Warner demand letter that Mr. Huff himself released to the media was straightforward. I wanted to know three things, especially in light of the three secret agreements in which Mr. Warner has been deeply involved: 1) Who within City government was aware of the demand letter and conducted internal communications about its disposition? 2) Who within City government decided to withhold this demand letter from elected officials, including myself? and 3) Without public deliberation, were the financial demands of the former City Attorney secretly met in the same way as the demands of the other three employees?

The demand letter was well known to Mr. Huff; and my request submitted on November 13, 2024 was neither confusing nor miscommunicated - the City legal department would have led any internal discussions, including the decision whether to withhold the letter from City Council for public deliberation since the demand was over \$50,000 and, by withholding the letter from City Council, whether to secretly decide to meet the demands in Warner's letter. Mr. Huff would have had ready access to such communications and the people who were involved. He could have quickly either provided the documents I requested, or notified me

Statement by Judith Lee, Complainant, Case 25FC:0079 Concerning City of Davenport Respondent. April 16, 2026

that they were protected from release under attorney-client privilege per Part 22.7, if that were the case.

Mr. Huff did neither. Instead, he acted as if he did not know about the specific demand letter from Mr. Warner, he himself demanded over \$2,000 for the records search that apparently included anything involving “Mr. Warner” or “demand letter”, then provided 21 documents, only one of which was even tangentially responsive to the request – the City Administrator’s approval for Mr. Huff to release the letter to KWQC. He closed the request through JustFOIA on May 27, 2025, nearly 6 months after my original request, referencing only that no new documents were found in a search.

Not only did Mr. Huff unreasonably delay his responses to me, he also unreasonably delayed his responses to your attorney, including a 2-week and a 47-day delay, reinforcing the Davenport pattern of unreasonable delays. Finally, on November 18, 2025, Mr. Huff informed your attorney, not me, that he had in his possession 13 responsive documents that were protected under attorney-client privilege.

I assert that Mr. Huff unreasonably dragged out responding to my request for 6 months, conducted unnecessary searches, closed it, ignored myself and your attorney for long periods of time, did not disclose to me that 13 responsive ACP documents were found, then provided this Board an affidavit claiming that documents were indeed provided to me on December 16, 2024, but did not disclose that the documents were non-responsive. Disingenuous at best.

I respectfully ask this Board to find probable cause to believe that a violation of Part 21 has occurred (unreasonable delay and a failure to release responsive documents), designate a prosecutor, and direct the issuance of a statement of charges to initiate a contested case proceeding per Iowa Admin Code 497-2.2(4).

I ask this Board to take this critical opportunity to create badly-needed compliance, accountability, and transparency in Davenport, as intended by the Iowa Legislature with passage of HF 706.

THE IOWA PUBLIC INFORMATION BOARD

In the matter of: Judith Lee, Complainant

And Concerning: City of Davenport, Respondent. Case Number 25FC:0079

Response to Investigative Report filed by Alexander Lee, IPIB Agency Counsel and Affidavit filed by Davenport Corporation Counsel Samuel Huff IV

COMES NOW, Judith Lee, a citizen of Davenport, Iowa, entering this response to Mr. Lee's Investigative Report, April 8, 2026 and Samuel Huff IV's affidavit dated March 6, 2026.

Request for Determination

1. I am not an attorney nor am I a legal scholar of Part 22 Open Records law. I make my statements of fact based on my experience in attempting and failing to obtain responsive documents in a timely manner to my request submitted to the City of Davenport and responded to by Corporation Counsel Samuel Huff IV per Part 22.
2. I am responding to this investigative report as a citizen who sincerely and strongly believes that the City of Davenport violated state code Part 22 in several ways, who has the sincere belief that the City's constituents deserve better service and transparency from their City employees who are paid through their taxpayer dollars and who are subject to state law, and who believes that this complaint is an important step towards that objective.
3. I have the sincere belief that the Iowa State Legislature intends that city and state governments be more transparent by amending Parts 21 and 22 in 2025 to clarify requirements and increase penalties for non-compliance, with Representative Mohr publicly aiming his amendments directly at Davenport.
4. I come before you, therefore, requesting relief for myself and Davenport's constituents by requesting that this Board make a determination that probable cause exists to believe a violation has occurred by the City of Davenport, designate a prosecutor, and direct the issuance of a statement of charges to initiate a contested case proceeding. Iowa Admin. Code r. 497-2.2(4).

All documents referenced prior to opening the complaint were provided to the IPIB at the time of my complaint. All documents referenced regarding the investigation are available via Agency Attorney Mr. Lee.

Attestations as to Facts in the Investigative Report and Mr. Huff's Affidavit

I have reviewed the Investigative Report and Corporation Counsel Samuel Huff IV's affidavit. I am grateful to Mr. Lee for his extensive efforts in investigating this complaint,

especially as the complaint itself was six months long with substantial documentation, and the investigation itself was over ten months since submittal to the Board, again with substantial documentation. I recognize that this period of time involved limited attorney availability in both the Davenport legal department and the IPIB legal department. I also understand that I raised Part 21 Open Meeting issues with Mr. Lee, and I still believe that Part 21 was also violated by the Davenport legal department by apparently making decisions about a nearly half-million dollar demand letter submitted to the legal department by the same Davenport attorney who was involved in the three secret agreements and payouts, without putting the demand before City Council. I limited my complaint, however, to what I suggest are open violations of Open Records Law Part 22.

I make the following findings of fact and analyses regarding the Investigative Report and Corporation Counsel Huff's affidavit:

1. I do not dispute any of the findings of fact on pages 1-2 in the Investigation Report, as far as those facts go. However, the skeleton structure of facts does not, I believe, tell the story relevant to the repeated and extensive delays and lack of responsiveness. Mr. Huff's actions created confusion for me, the requestor; he conducted extensive, unnecessary, and overly broad searches for the FOIA; he caused your attorney to conduct his own searches of Davenport records; and he delayed responses and provided terse and unclear responses to IPIB Agency Counsel Mr. Lee. These actions neither allowed the original FOIA request nor the IPIB investigation to move forward in a timely, responsible, and professional manner.
2. In my original submittal, I made a very specific request for communications related to a specific document provided on a specific date: I specifically requested communication documents 'regarding the November 13, 2023 demand letter from Tom Warner sent to "City Council of the City of Davenport, Iowa, and Mayor, Delivered to Brian Heyer, Assistant Corporation Counsel.'" The request was clear.
3. My FOIA request for documents relevant to the demand letter from Tom Warner that Corporation Counsel Huff himself released to the media was clearly stated and straightforward. I wanted to know three things, especially in light of the three secret agreements in which Mr. Warner was profoundly involved and found in violation of Part 21: 1) Who within City government was aware of the demand letter and conducted internal communications about its disposition? 2) Who within City government decided to withhold this demand letter from elected officials, including myself? and 3) Without public deliberation, were the financial demands (\$462,128 plus family health insurance) of the former City Attorney Tom Warner secretly met as were the demands of the other three employees?

4. The demand letter was well known to Corporation Counsel Huff. My open records request submitted via JustFOIA on November 13, 2024 was neither confusing nor miscommunicated. The City legal department would have been in charge of any internal discussions, including the decision whether to withhold the letter from City Council for public deliberation per Part 21 since the demand was over \$50,000 and, by withholding the letter from City Council, whether to meet the demands in Warner's letter secretly. As City Council was not informed at the time, no delegation of authority by Council to the legal department nor a subsequent ratification by Council could have occurred. Mr. Huff would have had ready access to such communications and the people who were involved and could have quickly either provided the relevant and requested documents, or notified me that they were protected from release under attorney-client privilege per Part 22.7. As a matter of fact, he stated to Mr. Lee on November 18, 2025 that he had in his possession 13 responsive emails that were protected under ACP. He did not disclose that these documents existed directly to me at any time since I filed my request.
5. I challenged the demand from Mr. Huff for \$2,030 based on a search defined by Mr. Huff for "Mr. Warner" and "demand letter", which there would have been thousands because of his deep involvement with the previous three employee concealed demand letters. I requested that he use Boolean search methods and delete duplicates, which reduced it to \$56.92, which I paid immediately on December 9, 2024. Mr. Huff released 21 documents to me via JustFOIA on December 16, 2024. None of these documents were directly or even indirectly responsive to my request; the only one that was tangential to my request was the email between Mr. Huff and then City Administrator Doug Maxeiner requesting permission to release Mr. Warner's demand letter, along with four other demand letters, to KWQC News.
6. When Mr. Huff closed my request on May 27, 2025 via JustFOIA email, in an associated email dated May 27, 2025 he referenced that I had "expressed issues on the documents you received" [I had notified him that all the records were non-responsive in my email to Mr. Huff and City Administrator Maxeiner dated December 17, 2024). He stated that he had run another search that created 5,500 documents that "yielded no additional documents." He referenced that I had not specifically requested the Warner demand letter itself, and "if the letter had been sent or received by any of the above people it would have been returned as part of my search." Yet he told Mr. Lee that he had 13 documents that were covered by ACP. I find it a challenge to understand how those 13 documents were not found during his searches of thousands of documents and nor was I ever directly notified of the existence of these documents by Mr. Huff.

7. Regarding Mr. Huff's affidavit dated March 5, 2026, I do not dispute Statements 1 through 4.
8. I dispute Mr. Huff's Statements 5 and 6 for the following reasons: In my original request, which he quotes in item 4, I specifically request documents "regarding the November 13, 2023 demand letter from Tom Warner sent to "City Council of the City of Davenport, Iowa, and Mayor, Delivered to Brian Heyer, Assistant Corporation Counsel" However, he states that the 21 documents provided to me were in "response to Ms. Lee's open records request." The documents may have been provided "in response" as he states, but as I made clear to Mr. Huff in my detailed email dated December 17, 2024, the day after he provided the documents, only one of the 21 documents was even tangentially related to the documents requested, (the email that requested permission by Mr. Huff from former City Administrator Maxeiner to release Mr. Warner's demand letters to KWQC, with others). He states "After Ms. Lee indicated the request seemed incomplete..." – I was very clear that his documents were non-responsive and provided detailed concerns with his submittals in my December 17 email. Based on the specific information related to the specific Warner demand letter that I provided in my open records request, he should not have had to run any of the extensively broad records searches that he did. I repeatedly tried to narrow the searches to those relevant to Mr. Warner's demand letter dated November 13, 2023, as I stated in my original open records request. I have the firm belief that Mr. Huff's statements are disingenuous at best. I provided the 21 non-responsive documents to Mr. Lee at his request on July 3, 2025.
9. I also dispute Mr. Huff's Statement 6 that "In the close-out email, Ms. Lee was informed that thirteen (13) records were withheld based on the Attorney-Client Privilege." Reviewing his close-out email of May 27, 2025, I find no such information provided. I learned about the documents from emails between Mr. Lee and Mr. Huff during Mr. Lee's investigation.
10. I dispute Mr. Huff's Statement 7 regarding the 21 documents for the reasons stated above, adding here that the 21 documents did not provide "communications regarding the letter among other items" as he states. Mr. Huff did provide the Warner demand letter when requested by Mr. Lee, which I already had obtained from the digital report on KWQC.com.
11. Based on my statements above, I respectfully dispute Mr. Lee's comments in his last paragraph in the Investigation Report under Analysis, on page 3. He states that "all responsive records ever produced in this request were made available December 16, approximately one month from the time of submission (including Thanksgiving


week) and a mere five days after receipt of payment.” As I state above, these records were not responsive to the request at all. I have not received *any* responsive documents from the City of Davenport, and I was not even provided the information that was provided to Mr. Lee during this investigation after closure of my open records request that 13 documents that are apparently responsive will not be provided to Mr. Lee under attorney-client privilege. Above, I dispute Mr. Huff’s allegation in Statement 6 that he told me about those 13 documents in his close-out email dated May 27. I believe that the circumstances as described in detail in my response to the Investigative Report *do* provide a “clear basis to find unreasonable delay.”

12. Mr. Lee’s states in the next to last paragraph under Analysis that his investigation was intended to determine if the “Respondent had failed to produce additional responsive records...” I believe that *is* one of the purposes of the investigation as Mr. Lee stated. However, I dispute his analysis related to the provided documents as, first, the Respondent did not provide any responsive records at all, and second, the Respondents failed to inform me of the 13 documents found by the Respondent that were protected under attorney-client privilege. I believe that the Respondent did not act in good faith regarding the spirit and letter of Part 22, and made false statements in his affidavit that the documents provided were “responsive.” As a non-attorney, I am not sure that I sufficiently understand the point that Mr. Lee is making in the referenced paragraph in the Investigative Report to further comment.

Conclusion

I respectfully ask this Board to find probable cause to believe that a violation has occurred (unreasonable delay and a failure to release responsive documents to the requester), designate a prosecutor, and direct the issuance of a statement of charges to initiate a contested case proceeding per Iowa Admin Code 497-2.2(4).

As Randy Evans, Executive Director of the Iowa Freedom of Information Council, states in his Iowa Capital Dispatch article dated March 16, 2026: “It is even harder to understand why politicians and government officials who speak platitudes about transparency, public accountability and being wise stewards of taxpayer resources think openness is good for others but not for themselves.” I ask this Board to take this opportunity to initiate badly-needed compliance, accountability, and transparency in Davenport, as intended by the Iowa Legislature with passage of HF 706, aimed directly at Davenport.

Thank you. By Complainant, Judith Lee. 4/13/2026 

The Iowa Public Information Board

In re the Matter of: Mount Pleasant Municipal Utilities & West Liberty Electric, Complainants And Concerning: Resale Power Group of Iowa, Respondent	Case Number: 25FC:0099 Investigative Report
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COMES NOW, Alexander Lee, Agency Counsel for the Iowa Public Information Board (“IPIB”), and enters this Investigative Report:

On July 28, 2025, Mount Pleasant Municipal Utilities and West Liberty Electric (Complainants) filed formal complaint 25FC:0099, alleging that the Resale Power Group of Iowa (Respondent) violated Iowa Code Chapter 21.

The IPIB accepted this Complaint on August 21, 2025.

Facts

Respondent is an association of public and private municipal utility agencies, created pursuant to Iowa Code Chapter 28E, which provides for the joint exercise of governmental powers. Respondent’s stated purpose is to “purchase[] electric energy, capacity, and transmission service as agent for and on behalf of [their] participant members,” allowing the member utilities to negotiate for lower costs. Complainants are Iowa Code Chapter 388 city utilities which held membership in Respondent’s governing bodies at the time this complaint was brought.

Respondent is comprised of a General Body made up of representatives from each of the approximately two dozen participating agencies and administratively governed by a seven-member Administrative Board, elected from the General Body. The parties agree that both the General Body and the Administrative Board are governmental bodies, as described by Iowa Code § 21.2(1)(j). Meetings of the General Body are held on an annual, quarterly, and special basis. Meetings of the Administrative Board are held on a monthly and special basis.

In July 2025, both the Administrative Board and the General Body held meetings to consider entering into a proposed “participation agreement” with Networked Transmission Systems, Inc.

(“NTSI”), a third-party entity. On July 28, 2025, Complainants filed formal complaint 25FC:0099, alleging four violations of Chapter 21 arising from Respondent’s meetings on this subject. Three alleged violations were accepted on facial review for further investigation, as described below.

I. Allegations Related to Meeting Notice & Access

On July 24, Respondent’s Administrative Board held a hybrid meeting, which included discussion of responses to a pending legal action. On July 25, a special session virtual meeting of Respondent’s General Body was held to discuss the NSTI Agreement, which the Administrative Board had already voted to pursue at a prior meeting on July 18. Agendas for both the July 24 and July 25 meetings were uploaded to Respondent’s website through an online file sharing service, but these postings required special login access to view and were therefore effectively inaccessible to the general public. IPIB staff confirmed this access issue at the time the complaint was received.

It is undisputed that Respondent typically only posts meeting notices to its website, without a physical posting. However, Respondent believes that there is not an obvious physical location which would satisfy Chapter 21, as the 28E entity lacks a principal office, generally hosts its meetings virtually, and does not have a clear point of origin for its meetings.

After receiving this complaint, Respondent held additional meetings, with online notice posted on its website, to recertify each of the votes taken at the July 24 and July 25 meetings. Respondent had also stated its willingness to follow IPIB’s guidance with regards to physical posting requirements, which presents a novel issue of law.

II. Missing Information in Meeting Minutes

In August 2025, during the investigation phase of this complaint, Respondent released a series of six draft meeting minutes to their members, including four Administrative Board meetings and two General Body meetings from July 2025 and August 2025. Following this email, the Complainants expanded their complaint on August 29, 2025, to include an additional allegation for deficiencies in the draft minutes relating to the identification of members present and the documentation of how individual members voted.

Respondent states that the attendance and voting information existed in separate meeting notes, which could be used to supplement the existing draft records. On October 22, 2025, Respondent released amended drafts of the minutes which were intended to address these deficiencies.

III. Respondent’s Closed Session on July 18

On July 18, Respondent’s Administrative Board went into closed session pursuant to Iowa Code § 21.5(1)(a) to review confidential records related to the NSTI agreement under consideration. Following the closed session, the Administrative Board returned to open session and voted to proceed with the NSTI contract, subject to the approval of the General Body on July 25, 2025.

Complainants allege this closed session was improper, as no NTSI contract existed prior to or as of the General Body's July 25 meeting, and discussion of the prospective agreement without an existing record entitled to confidentiality would exceed the scope of the closed session exception. Respondent asserts that the closed session was held to review proprietary information from the NTSI, rather than a draft contract or the NTSI agreement as a whole.

Applicable Law

“Except as provided in [Iowa Code § 21.4(3)], a governmental body shall give notice of the time, date, and place of each meeting including a reconvened meeting of the governmental body, and the tentative agenda of the meeting, in a manner reasonably calculated to apprise the public of that information. Reasonable notice shall include advising the news media who have filed a request for notice with the governmental body and posting the notice on a bulletin board or other prominent place which is easily accessible to the public and clearly designated for that purpose at the principal office of the body holding the meeting, or if no such office exists, at the building in which the meeting is to be held.” Iowa Code § 21.4(1)(a).

“A governmental body shall provide for hybrid meetings, teleconference participation, virtual meetings, remote participation, and other hybrid options for the members of the governmental body to participate in official meetings. A governmental body conducting a meeting pursuant to this subsection shall comply with all of the following:

- a. The governmental body provides public access to the conversation of the meeting to the extent reasonably possible.
- b. The governmental body complies with section 21.4. For the purpose of this paragraph, the place of the meeting is the place from which the communication originates or where public access is provided to the conversation.” Iowa Code § 21.8(1).

“Each governmental body shall keep minutes of all its meetings showing the date, time and place, the members present, and the action taken at each meeting. The minutes shall show the results of each vote taken and information sufficient to indicate the vote of each member present.” Iowa Code § 21.3(2).

“A governmental body may hold a closed session only to the extent a closed session is necessary for any of the following reasons:

- a. To review or discuss records which are required or authorized by state or federal law to be kept confidential or to be kept confidential as a condition for that governmental body's possession or continued receipt of federal funds.” Iowa Code § 21.5(1)(a).

Analysis

I. Allegations Related to Meeting Notice & Access

Respondent has acknowledged that the login access restrictions for its July 24 and July 25 meetings prevented the public (and some of its members) from receiving the advance meeting notice required by Iowa Code § 21.4, as Respondent's website was the only location where notice was ever posted.

It is recommended that IPIB redirect this portion of the complaint for further mediation pursuant to Iowa Code § 23.9, including on the novel legal issue of "reasonable" notice for purely electronic meetings held by a governmental body without a principal office or a publicly accessible "place of the meeting" within the definition provided by Iowa Code § 21.4(1)(a).

II. Missing Information in Meeting Minutes

Chapter 21 requires governmental bodies to keep meeting minutes with "the date, time and place, the members present, and the action taken at each meeting." Iowa Code § 21.3(2). Whenever action is taken, minutes must also include "the results of each vote taken and information sufficient to indicate the vote of each member present." *Id.*

Respondent has acknowledged that some of its draft meeting minutes were missing statutorily required details.¹ Nevertheless, the minutes in question were drafts emailed to members for review, not final version released at the request of any member of the public. During the course of IPIB's investigation, Respondent amended its draft minutes to be statutorily compliant and released finalized versions to Complainants.

Because the deficiencies in the draft minutes shared with members did not interfere with Respondent's duty to "keep minutes of all its meetings" including required information and maintain those minutes as "public records open to public inspection," it is recommended that IPIB dismiss this portion of the complaint for lack of probable cause to believe a violation has occurred.

III. Respondent's Closed Session on July 18

Iowa Code § 21.5(1)(a) permits governmental bodies to enter closed session "[t]o review or discuss records which are required or authorized by state or federal law to be kept confidential." Respondent's Administrative Board relied on this provision for its July 18 closed session, which Respondent asserts was used to review certain proprietary information provided by the NTSI as part of its consideration of a proposed agreement for membership. According to Respondent, these records were confidential pursuant to Iowa Code § 22.7(3) as "[t]rade secrets which are recognized and protected as such by law." *See* Iowa Code § 550.2(4) (defining "trade secret").

Complainants relied on the July 18 meeting minutes for this portion of the complaint, as the minutes reflect a vote taken upon return to open session "to proceed with [the] NTSI contract."

¹ One set of minutes for July 11 was missing its start time. Another, for the July 25 meeting, included two split votes which lacked "information sufficient to indicate the vote of each member."

Complainants alleged that this action item was evidence of a possible closed session violation, as Respondent has separately reported that no NTSI contact existed as of July 25, and discussion of a non-existent contract would be outside the scope of trade secret documents allowed to be kept confidential by Iowa law. However, Respondent has plausibly clarified that this closed session was instead held to review pre-agreement materials provided by the NTSI, rather than a proposed contract which both parties agree did not exist at the time.

Because Respondent's explanation is consistent with the meeting minutes, and because no other evidence has been presented to suggest other records were reviewed during this closed session, it is recommended that IPIB dismiss this portion of the complaint for lack of probable cause to believe a violation has occurred.

IPIB Action

The Board may take the following actions upon receipt of a probable cause report:

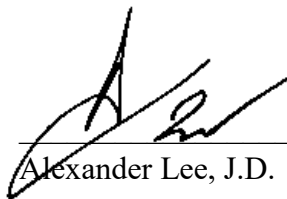
- a. Redirect the matter for further investigation;
- b. Dismiss the matter for lack of probable cause to believe a violation has occurred;
- c. Make a determination that probable cause exists to believe a violation has occurred, but, as an exercise of administrative discretion, dismiss the matter; or
- d. Make a determination that probable cause exists to believe a violation has occurred, designate a prosecutor and direct the issuance of a statement of charges to initiate a contested case proceeding.

Iowa Admin. Code r. 497-2.2(4).

Recommendation

Based on the foregoing analysis, it is recommended that the second and third allegations described in the complaint be dismissed for lack of probable cause, with the first allegation redirected for further investigation and informal resolution.

By the IPIB Agency Counsel,



Alexander Lee, J.D.

CERTIFICATE OF MAILING

This document was sent on April 8, 2026, to:

Mount Pleasant Municipal Utilities & West Liberty Electric, Complainants

Resale Power Group of Iowa, Respondents

The Iowa Public Information Board

In re the Matter of:	Case Number: 25FC:0116
Crystal Davis, Complainant	Final Report
And Concerning:	
City of Larchwood, Respondent	

COMES NOW, Alexander Lee, Agency Counsel for the Iowa Public Information Board (IPIB), and enters this Final Report:

On August 27, 2025, Crystal Davis filed formal complaint 25FC:0116, alleging that the City of Larchwood (City) violated Iowa Code Chapter 21.

The IPIB accepted this complaint at its meeting on September 18, 2025.

Background

On August 27, 2025, the complainant, Crystal Davis, filed formal complaint 25FC:0116, alleging two violations of Iowa Code Chapter 21.

Public Recording of City Council Meetings

On August 25, 2025, the complainant's husband, Zac Davis, attended a city council meeting, which he livestreamed from his phone. Shortly before the meeting was called to order, two city council members approached Mr. Davis, informed him that city policy no longer allowed him to record meetings, and asked him to turn off the livestream. The City has acknowledged this interaction, which was recorded, though they note that Mr. Davis was ultimately able to create a recording of the full meeting. Counsel for the City has also stated that there is no ordinance in the City's Code of Ordinances restricting the public's right to use recording devices at meetings.

Deliberation and Action on Agenda Items Without Sufficient Notice

Ms. Davis's complaint also raised concerns about the City's practice of adding agenda items for deliberation or action on less than twenty-four hours' notice. Shortly after IPIB accepted the complaint, Ms. Davis provided a video from the City's September 8, 2025 council meeting, in

which the City voted to certify an application for a third-party grant to improve the condition of the City's public baseball fields. There was no corresponding agenda item for this vote.

The City provided context for this discussion. While the topic of field leveling was not included on the agenda for September 8, the agenda did include consideration of funding for a robotic field painter, which would be used to paint stripes on the City's baseball diamonds. After hearing from the representative invited to speak on this topic, the condition of the baseball fields was discussed more generally, and the city council was informed about the possibility that Larchwood's baseball club could apply for an open grant from the Lyon County Riverboat Foundation for funding to level its baseball fields. This application required both official approval from the City and verification that the baseball club was a qualifying social welfare non-profit. Because the grant application was due on September 19 and the baseball club would be unable to proceed without the City's approval, the Mayor determined that there was a qualifying emergency for the purposes of Iowa Code § 21.4(2)(a). The matter was deliberated and voted on at the September 8 meeting.

Informal Resolution

Following mediation, all parties agreed to an Informal Resolution to resolve the complaint, which IPIB approved on December 18, 2025.

1. The Informal Resolution was formally approved at a meeting of the Larchwood City Council on December 8, 2025. The City provided minutes to demonstrate its approval.
2. By adopting the Informal Resolution, the City acknowledged the standard set forth in the Informal Resolution as the appropriate standard for emergency items to be added to a tentative agenda during a meeting.
3. On December 8, 2025, the City provided a written statement certifying that it did not have any ordinance or policy which would prevent members of the public from using recording devices during open session meetings.
4. The City has stated it will officially recertify the vote on April 13, 2026 during a properly noticed open session, and minutes demonstrating approval will be provided to IPIB staff following the meeting.
5. On January 12, 2026, the Larchwood City Council completed a training on Iowa's open meetings and public records laws with IPIB staff.

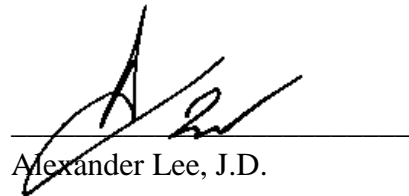
Crystal Davis approved the Informal Resolution on November 21, 2025.

The City of Larchwood approved the Informal Resolution on December 8, 2025.

IPIB approved the Informal Resolution Report on December 18, 2025.

Pending action on Term #4 between the date of this report and IPIB's consideration, all terms of the Informal Resolution are expected to have been met as of April 13, 2026. IPIB staff recommends this Final Report be adopted and the complaint be dismissed as resolved.

By the IPIB Agency Counsel,



Alexander Lee, J.D.

CERTIFICATE OF MAILING

This document was sent on April 8, 2026, to:

Crystal Davis, Complainant
City of Larchwood, Respondent

The Iowa Public Information Board

In re the Matter of: Justin Brady, Complainant And Concerning: Des Moines Public School District, Respondent	Case Number: 25FC:0194 Investigative Report
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COMES NOW, Charissa Flege, Deputy Director for the Iowa Public Information Board (“IPIB”), and enters this Investigative Report:

On December 1, 2025, Justin Brady (“Complainant”) filed formal complaint 25FC:0194, alleging that the Des Moines Public School District (“Respondent”) violated Iowa Code Chapter 22.

The Iowa Public Information Board accepted this complaint at its meeting on December 18, 2025.

Facts

On October 2, 2025, Complainant sent a records request to the records custodian at the District as follows:

“All email communications (including subject, body, and attachments) sent or received between September 25, 2025 and October 2, 2025 by middle school and high school teachers, principals, and assistant principals that contain any of the following keywords: “protest” Dr. Roberts” “walkout,” “demonstration,” or “organize.” Please provide records in electronic format, with email threads deduplicated when possible. If any portion is withheld, please cite the specific exemption relied upon and release all reasonably segregable portions. If costs are expected to exceed \$200, please provide an estimate in advance. If FERPA or personally identifiable student information must be redacted, please produce redacted versions rather than withholding entire messages.”

Respondent acknowledged the request the following day and notified the requestor that they hoped to have a fee estimate to him the following week, but “due to the high volume of requests received since last week, processing may take additional time.” It should be noted that due to the

high-profile arrest of the superintendent, the District was receiving an unprecedented number of requests. Respondent also informed the Complainant they were answering requests in the order received.

On October 14th (12 days after receipt of the request) Respondent followed up to notify the Complainant that the search yielded over 20,000 pages of emails, which would run into the thousands of dollars in fees. The requestor was given an opportunity to modify or narrow his request.

On October 14th, Complainant responded and wrote:

“To help reduce both volume and cost, please first produce an index or metadata list (From, To, CC, Subject, Date) of matching messages so I can identify which threads warrant full review. I will then request rolling production as they’re cleared. This will reduce the time and cost required to process the request. Please provide a revised cost estimate based on this narrower scope before proceeding.”

In a separate email the same day he also asked to remove the search terms “organize” and “demonstration.”

On October 30, 2025, the records custodian emailed Complainant to let him know that the metadata he requested had been organized into a spreadsheet with 1,138 lines that had to be reviewed and redacted of confidential student information. The records custodian also stated, “We estimate it will take another week or so [to] complete, yet wanted you to know we are working on it.”

On November 14, 2025, the records custodian reached out again to let the Complainant know they were still working on the redaction of the metadata spreadsheet and estimated an additional week of work. The same day, Complainant emailed back and said, “Because Iowa Code Section 22.8(4)(d) allows a ‘good-faith, reasonable delay’ of up to 20 calendar days, and ordinarily no more than 10 business days, this will be reported to the Iowa Public Information Board by Wednesday of next week.”

This complaint was filed on December 1, 2025. Respondent provided the metadata spreadsheet on December 4, 2025 at no cost for the production or legal services for redaction. The Complainant never followed up with the Respondent identifying the specific email records he wanted from the index.

Upon the opening of this investigation, Respondent informed IPIB that they had no “index” record of the sort requested by the Complainant and it had to be created by the Respondent from other records. They provided the spreadsheet they created for him, which had to be reviewed and redacted, at no cost. The Respondent also made clear they remained ready to fulfill his narrowed request whenever he made it.

In response to this investigative report, Complainant alleged he still didn't have "what I asked for." IPIB staff informed him no information had been provided to IPIB that he had followed up after his October 14th metadata index request was fulfilled with a narrowed request. Staff requested any existing information that a subsequent request had gone unfilled. No further information was provided to IPIB.

Applicable Law

"Every person shall have the right to examine and copy a public record and to publish or otherwise disseminate a public record or the information contained in a public record. Unless otherwise provided for by law, the right to examine a public record shall include the right to examine a public record without charge while the public record is in the physical possession of the custodian of the public record. The right to copy a public record shall include the right to make photographs or photographic copies while the public record is in the possession of the custodian of the public record. All rights under this section are in addition to the right to obtain a certified copy of a public record under section 622.46." Iowa Code 22.2(1)

"All reasonable expenses of the examination and copying shall be paid by the person desiring to examine or copy....The fee for the copying service as determined by the lawful custodian shall not exceed the actual cost of providing the service. Actual costs shall include only those reasonable expenses directly attributable to supervising the examination of and making and providing copies of public records. Actual costs shall not include charges for ordinary expenses or costs such as employment benefits, depreciation, maintenance, electricity, or insurance associated with the administration of the office of the lawful custodian. Costs for legal services should only be utilized for the redaction or review of legally protected confidential information." Iowa Code 22.3(2).

Analysis

Unreasonable Delay

Iowa Code 22 is silent on the exact deadline to produce a public record. Instead, whether a response time is reasonable depends on the factual circumstances of each case. In *Horsfield Materials, Inc. v. City of Dyersville*, the Court looked to the Uniform Rules on Agency Procedure to apply the following standard to Chapter 22 production deadlines:

Access to an open record shall be provided promptly upon request unless the size or nature of the request makes prompt access infeasible. If the size or nature of the request for access to an open record requires time for compliance, the custodian shall comply with the request as soon as feasible.

834 N.W.2d 444, 461 (Iowa 2013).

The Court further found that “practical considerations can enter into the time required for responding to an open records request, including ‘the size or nature of the request.’ But the records must be provided promptly, unless the size or nature of the request makes that infeasible.” *Id.*

The Complainant alleges that Respondent’s reply to their request constitutes an unreasonable delay because it took more than twenty days for the Respondent to produce the metadata spreadsheet and because he still hasn’t received his original request. The Complainant modified and narrowed his request on October 14, 2025. A new record collecting pieces of other records was created for the requestor, redacted of student and other confidential information, and produced fifty-one days later. Additionally, Respondent demonstrated prompt acknowledgement and created a new record to assist the Complainant in narrowing his request and reducing the cost – an action not required under Chapter 22. They provided two updates after Complainant submitted the modified request on October 14th regarding anticipated delays. The Complainant never submitted a follow up request to the Respondent after receiving the spreadsheet with which specific emails he wanted produced or any other new or modified request. The only item requested was created and produced.

Taking all of these items into consideration, including that the request required the creation of a new record, the large volume of student information that had to be reviewed for confidential material, the prompt acknowledgement of the request, and ongoing communications about potential delays, the Respondent did not engage in an unreasonable delay by producing the metadata spreadsheet fifty-one days after it was requested.

IPIB Action

The Board may take the following actions upon receipt of an Investigative Report:

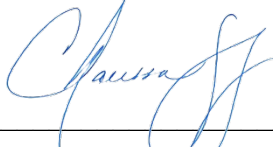
- a. Redirect the matter for further investigation;
- b. Dismiss the matter for lack of probable cause to believe a violation has occurred;
- c. Make a determination that probable cause exists to believe a violation has occurred, but, as an exercise of administrative discretion, dismiss the matter; or
- d. Make a determination that probable cause exists to believe a violation has occurred, designate a prosecutor and direct the issuance of a statement of charges to initiate a contested case proceeding.

Iowa Admin. Code r. 497-2.2(4).

Recommendation

Because the Respondent did not engage in an unreasonable delay by producing the new and redacted spreadsheet fifty-one days after it was requested, no violation of Chapter 22’s requirement occurred, and it is recommended the Board dismiss for a lack of probable cause.

By the IPIB Deputy Director,

A handwritten signature in blue ink, appearing to read "Charisa Flege", is written over a horizontal line.

Charisa Flege, J.D.

CERTIFICATE OF MAILING

This document was sent on April 13, 2026, to:

Justin Brady, Complainant

Des Moines Public School District, Respondent

The Iowa Public Information Board

In re the Matter of:	Case Number: 25FC:0212
Travis Petsche, Complainant	Investigative Report
And Concerning:	
City of Fayette, Respondent	

COMES NOW, Charlotte Miller, Executive Director for the Iowa Public Information Board (IPIB), and enters this Investigative Report:

On December 15, 2025, Travis Petsche (Complainant) filed formal complaint 25FC:0212, alleging that the City of Fayette (Respondent) violated Iowa Code Chapter 22.

The Iowa Public Information Board accepted this complaint at its meeting on January 15, 2026.

Facts

The circumstances of this complaint relate to certain records concerning the Fayette Police Chief.

On December 1, 2025, Complainant submitted a public records request to Respondent seeking the background check and personnel records of the Police Chief, including the following: application materials; background checks; certification records from the Iowa Law Enforcement Academy; any disciplinary records, complaints or investigations, including disciplinary and licensing records created by the Wyoming Peace Officer Standards and Training Commission (POST); and employment contract(s), salary, and benefits including overtime pay. Complainant received a signed and dated copy of his request from Deputy Clerk at the time of submission.

On December 12, 2025, Complainant picked up the records packet produced by Respondent. Complainant was charged \$47.81, calculated at \$24.52 per hour for 117 minutes of staff time. Upon review of the packet, Complainant alleges that the Respondent failed to include all responsive records stating “the packet did not include the requested background check. Specifically, [Police Chief’s] prior employment history in Wyoming and his Brady/Giglio designation were omitted.” At that time of retrieval, Respondent asserted confidentiality for some of the requested records.

On December 14, 2025, Complainant submitted by email requesting IPIB to initiate “the release of public records related to Fayette Police Chief [], specifically documentation of his prior decertification in Wyoming and any related disciplinary findings. I understand [Respondent] has cited Iowa Code §22.7 as grounds for withholding these records. However, I believe disclosure is warranted under the principles of transparency and public accountability.” Complainant also contends, that the production fee was unreasonable arguing the following: “Iowa Code §22.3 requires charges to reflect the actual cost of providing the service. Charging for 117 minutes of staff time without producing the requested record is improper” and “[t]he hourly rate used (\$24.52/hour) appears to reflect a mid-level staff rate rather than the lowest-paid qualified employee, as required by law.”

Complainant filed a formal complaint with IPIB on December 15, 2025.

On January 22, 2026, counsel for Respondent provided parties its response to the acceptance of 25FC:0212. Respondent noted that “personnel files of government bodies are generally confidential subject to specific exceptions” as provided by Iowa Code § 22.7(11). Respondent also indicated that it does not have responsive records for a portion of the records that were requested and are not the lawful custodian for such records.

Applicable Law

“*Lawful custodian*’ means the government body currently in physical possession of the public record. The custodian of a public record in the physical possession of persons outside a government body is the government body owning that record. The records relating to the investment of public funds are the property of the public body responsible for the public funds. Each government body shall delegate to particular officials or employees of that government body the responsibility for implementing the requirements of this chapter and shall publicly announce the particular officials or employees to whom responsibility for implementing the requirements of this chapter has been delegated. “*Lawful custodian*” does not mean an automated data processing unit of a public body if the data processing unit holds the records solely as the agent of another public body, nor does it mean a unit which holds the records of other public bodies solely for storage.” Iowa Code § 22.1(2).

“The lawful custodian may charge a reasonable fee for the services of the lawful custodian or the custodian’s authorized designee in supervising the examination and copying of the records. If copy equipment is available at the office of the lawful custodian of any public records, the lawful custodian shall provide any person a reasonable number of copies of any public record in the custody of the office upon the payment of a fee. The fee for the copying service as determined by the lawful custodian shall not exceed the actual cost of providing the service. Actual costs shall include only those reasonable expenses directly attributable to supervising the examination of and making and providing copies of public records. Actual costs shall not include charges for

ordinary expenses or costs such as employment benefits, depreciation, maintenance, electricity, or insurance associated with the administration of the office of the lawful custodian. Costs for legal services should only be utilized for the redaction or review of legally protected confidential information.” Iowa Code § 22.3(2).

“The following public records shall be kept confidential, unless otherwise ordered by a court, by the lawful custodian of the records, or by another person duly authorized to release such information . . . [p]ersonal information in confidential personnel records of government bodies relating to identified or identifiable individuals who are officials, officers, or employees of the government bodies.” Iowa Code § 22.7(11).

Analysis

Complainant filed a public record’s request with Respondent and was charged \$47.81 for record production. Complainant contends that the fee was improperly calculated and responsive records were withheld. The following questions remain: (1) whether Respondent has violated Iowa Code Chapter 22 by improperly overcharging Complainant a production fee for his public record request and (2) if Respondent’s failure to produce documentation of Police Chief’s prior decertification in Wyoming and any related disciplinary findings resulted in a Iowa Code Chapter 22 violation.

I. Reasonable Fees

Under Chapter 22, a government body is permitted to require payment for the fulfillment of a public records request, so long as the fee is limited to the “reasonable expenses directly attributable” to complying with the request, including employee time involved in reviewing records for production. Iowa Code § 22.3(2).

Upon review, it appears the fee is reasonable and directly attributable to the cost of providing the public record. Department provided an invoice provided that showed the cost was calculated by minute and not on a flat rate. Complainant contends that Respondent improperly charged the time based upon the hourly rate of a mid-level staff member rather than the lowest-paid qualified employee as required by law. Iowa Code § 22.3(2) does not support Complainant’s contention. The lawful custodian is able to charge the actual costs of the production of records. The fee, paid by Complainant, was calculated based off the time spent by the custodian at the custodian’s hourly rate that gathered and produced the records on behalf of Respondent.

Furthermore, the Supreme Court found in *Teig v. Chavez*, that the legislative intent of Iowa Code Chapter 22 was to allow for recovery of expenses for production of public records beyond just copying costs. *Teig v. Chavez*, 8 N.W.3d 484 (Iowa 2024). “Iowa law supports the ability of the City to charge for redactions of public records.” *See* 24AO:0014.

Based on the request and the breakdown from Respondent the fee requested for the production of the records does not appear to be unreasonable.

II. Production of Confidential Records

To determine the confidentiality of a personnel record, the Court outlines a two-part process for evaluating the § 22.7(11) exemption: (1) “determine whether the information fits into the category of ‘[p]ersonal information in confidential public records’” and (2) if the information does not fit in a category, “then apply the balancing test as a means of weighing individual privacy interests against the public's need to know.” *ACLU Foundation v. Atlantic Community School District*, 818 N.W.2d 231, 235 (Iowa 2012). Accordingly, once requested material falls within a category protected by the statute, it is deemed confidential, and no additional analysis is necessary. *Id.* The confidentiality provided by Iowa Code § 22.7(11) is categorical. See *Mitchell v. City of Cedar Rapids*, 926 N.W.2d 222, 234 (Iowa 2019) (explaining that Iowa Code § 22.7(11) affords categorical protection from disclosure, unlike the qualified protection available under Iowa Code § 22.7(5)).

The specific category protected by § 22.7(11) consists of “personal information in confidential personnel records.” *Id.* at 233. Iowa courts have further clarified what documents qualify as “personal information in confidential personnel records in *Des Moines Independent Community School District v. Des Moines Register & Tribune*. In *Des Moines Independent Community School District*, the court concluded that investigative materials addressing concerns about a school principal and maintained in the employee’s personnel file functioned as performance evaluations and were therefore confidential under § 22.7(11). 487 N.W.2d 666, 670 (Iowa 1992). Similarly, in *ACLU v. Atlantic Community School District*, the court explained that disciplinary records and information concerning discipline contained in employee files “are nothing more than in-house job performance records or information.” 818 N.W.2d at 235. As a result, records and information relating to disciplinary actions fall squarely within the exemption set forth in Iowa Code § 22.7(11)(a), because they constitute “personal information in confidential personnel records.” *Id.* In 23AO:0004, IPIB analyzed the legal precedent and found that “[u]nder the court’s interpretation of ‘personal information in confidential personnel records,’ any records in the personnel file of the employee related to job performance are protected from disclosure under [Iowa Code] § 22.7(11), which would include positive or exculpatory performance records.” 23AO:0004, *Confidentiality of Documents in Personnel Investigation*.

Respondent contend that it produced all responsive records that did not fall under the Iowa Code § 22.7(11) exemption. The records at issue, Police Chief’s prior decertification in Wyoming and any related disciplinary findings, are documents that Iowa courts have established are confidential under Iowa Code § 22.7(11). See *State v. Garrison*, 711 N.W.2d 732 (Iowa Ct. App. 2006). Therefore, if Respondent was in possession of responsive records regarding prior decertification in Wyoming and any related disciplinary findings, Respondent would have rightfully withheld it

III. Lawful Custodian

In a prior advisory opinion, IPIB distinguished between “access” to records and ownership of records by a lawful custodian. 21AO:0001, *Possession in the Context of the Definition of Lawful Custodian*. In that case, as in the matter presently before IPIB, the specific records requested are outside the jurisdiction of the Respondent, originating from the state of Wyoming making the lawful custodian Wyoming POST.

Similar to the facts presented to IPIB in 21AO:0001, Respondent has already produced the records over which Respondent has ownership. Respondent has asserted that they are not the “lawful custodian” of the disciplinary and licensing records created by the Wyoming POST for purposes of Chapter 22. Furthermore, Respondent states it does not have any responsive information in its possession relating to the disciplinary and licensing records created by the Wyoming POST. Iowa Code Chapter 22 does not require a government body to create records if responsive records do not exist.

IPIB Action

The Board may take the following actions upon receipt of an Investigative Report:

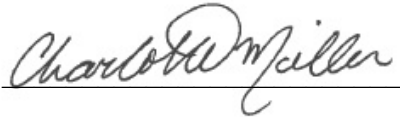
- a. Redirect the matter for further investigation;
- b. Dismiss the matter for lack of probable cause to believe a violation has occurred;
- c. Make a determination that probable cause exists to believe a violation has occurred, but, as an exercise of administrative discretion, dismiss the matter; or
- d. Make a determination that probable cause exists to believe a violation has occurred, designate a prosecutor and direct the issuance of a statement of charges to initiate a contested case proceeding.

Iowa Admin. Code r. 497-2.2(4).

Recommendation

It is recommended the Board dismiss for a lack of probable cause. Respondent has provided they are not in possession of the remaining records Complainant is requesting, and all other records were released. Respondent properly calculated the actual costs of the production of the record request based upon the actual employee’s hourly rate. Because the Respondent properly calculated the production fee and does not possess any responsive records in relation disciplinary and licensing records created by the Wyoming POST, the request for remaining documents should be directed to the proper lawful custodian and the complaint against the City of Fayette should be dismissed.

By the IPIB Executive Director,

A handwritten signature in cursive script, reading "Charlotte J.M. Miller", is written over a horizontal line.

Charlotte J.M. Miller, J.D.

CERTIFICATE OF MAILING

This document was sent on April 8, 2026, to:

Travis Petsche, Complainant

City of Fayette, Respondent

The Iowa Public Information Board

In re the Matter of: Caleb Housh, Complainants And Concerning: Seymour Community School District, Respondent	Case Number: 26FC:0014 Investigative Report
--	--

COMES NOW, Charissa Flege, Deputy Director for the Iowa Public Information Board (“IPIB”), and enters this Investigative Report:

On January 9, 2026, Caleb Housh (“Complainant”) filed formal complaint 26FC:0014, alleging that the Seymour Community School District (“Respondent”) violated Iowa Code Chapter 21.

The Iowa Public Information Board accepted this complaint at its meeting on February 19, 2026.

Facts

On January 8, 2026, Respondent held two separate meetings. The first was a school board work session. The posted notice stated that the work session was scheduled to commence at 5:30 p.m. and would consist of Open Meetings training for the board members. The second meeting was a special board meeting to receive an update from the superintendent on a contested harassment complaint against the school and to review open enrollment applications. The second meeting was scheduled to begin at 7:00 p.m. immediately following the first meeting.

Notice for both meetings were posted in an enclosed glass case outside the main entrance of the school building. Notice was posted by 4:12 p.m. on January 7, 2026, more than twenty-four hours in advance of both meetings. In support of these facts, Respondent provided timestamped images from the front-door security camera and an affidavit from the individual who posted the notice. On January 7, 2026, Respondent also posted notice of the 5:30 p.m. work session on its Facebook page. However, the 7:00 p.m. special board meeting to review open enrollment requests was not posted on social media.

The minutes from the prior regular board meeting listed January 21, 2026, as the next regular meeting (not January 8th).

Complainant alleges that the fact that only the earlier meeting was posted on social media, combined with the incorrect date for the next board meeting provided in December, demonstrates a bad-faith attempt to limit public access to the meeting involving government action, thereby rendering the notice deficient.

Complainant further notes that the agenda for the 7:00 p.m. meeting included several action items, including a harassment complaint against the district, and argues that the district had an interest in limiting public awareness and participation. Complainant also asserts that it is unreasonable to expect members of the public to check a physical display case daily in order to determine when a special meeting may occur.

Applicable Law

“Except as provided in subsection 3, a governmental body shall give notice of the time, date, and place of each meeting including a reconvened meeting of the governmental body, and the tentative agenda of the meeting, in a manner reasonably calculated to apprise the public of that information. Reasonable notice shall include advising the news media who have filed a request for notice with the governmental body and posting the notice on a bulletin board or other prominent place which is easily accessible to the public and clearly designated for that purpose at the principal office of the body holding the meeting, or if no such office exists, at the building in which the meeting is to be held.” Iowa Code § 21.4(1)(a)

Analysis

Respondent has provided sufficient evidence to establish that they posted notice “of the time, date, and place” of both meetings at least 24 hours in advance of the meetings. Iowa Code § 21.4(1)(a). The notice included an agenda that was sufficiently detailed to “apprise the public of that information.” Iowa Code § 21.4(1)(a). IPIB encourages public bodies to go above and beyond the minimum requirements for notice in order to further government transparency and the public’s faith in our government institutions. Many entities utilize social media postings, websites, and other means to provide greater access to notice; however, as of today, there is no legal requirement that these be used to meet their obligations to provide adequate notice under Chapter 21. IPIB acknowledges the frustration of relying on a paper posting at the building in the digital age, but it meets Chapter 21’s requirements.

IPIB does find it concerning to see the discrepancy in the notice provided to the public regarding different public meetings based upon the agendas provided. Best practice would certainly be to have a uniform practice and provide notice in both physical and electronic locations for *all* meetings regardless of the agenda content. The reason for this is evidence in the Complainant’s frustration with government transparency in this complaint. However, Respondent’s inconsistency in the use of social media doesn’t give rise to a notice violation of Chapter 21. Additionally, the failure to announce the January 8th meetings in December is not a violation. Special meetings are

held by governmental bodies all the time for reasons that couldn't be known at the last regular meeting. As long as these special meetings provide statutorily sufficient notice, it is not improper.

For the reasons listed above, Respondent met that standard for both meetings on January 8th and the complaint should be dismissed the matter for lack of probable cause to believe a violation of Chapter 21 has occurred.

IPIB Action

The Board may take the following actions upon receipt of an Investigative Report:

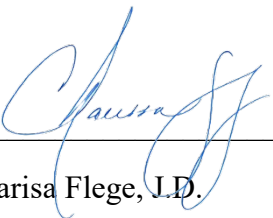
- a. Redirect the matter for further investigation;
- b. Dismiss the matter for lack of probable cause to believe a violation has occurred;
- c. Make a determination that probable cause exists to believe a violation has occurred, but, as an exercise of administrative discretion, dismiss the matter; or
- d. Make a determination that probable cause exists to believe a violation has occurred, designate a prosecutor and direct the issuance of a statement of charges to initiate a contested case proceeding.

Iowa Admin. Code r. 497-2.2(4).

Recommendation

Therefore, because Respondent posted both meeting notices twenty-four hours in advance at the main place of business on a bulletin board designated for this purpose, no violation of Chapter 21 occurred and it is recommended the Board dismiss for a lack of probable cause.

By the IPIB Deputy Director,



Charisa Flege, J.D.

CERTIFICATE OF MAILING

This document was sent on April 13, 2026, to:

Caleb Housh, Complainants

Seymour Community School District, Respondent

Iowa Public Information Board

In re the Matter of: Jacob Hall, Complainant And Concerning: City of Storm Lake, Respondent	Case Number: 25FC:0167 Informal Resolution Report
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On September 16, 2025, Jacob Hall (“Complainant”) filed formal complaint 25FC:0167, alleging that the City of Storm Lake (“Respondent”) violated Iowa Code Chapter 21.

The IPIB accepted this complaint at its meeting on November 20, 2025.

Facts

Complainant alleged that in July 2025, the mayor spoke with council members individually to get consent regarding changing the terms of a service for the city. A separate allegation was made that an unnoticed meeting occurred when a majority of council members discussed policy within their decision-making duties via group messages.

Law

“Every person shall have the right to examine and copy a public record and to publish or otherwise disseminate a public record or the information contained in a public record. Unless otherwise provided for by law, the right to examine a public record shall include the right to examine a public record without charge while the public record is in the physical possession of the custodian of the public record. The right to copy a public record shall include the right to make photographs or photographic copies while the public record is in the possession of the custodian of the public record. All rights under this section are in addition to the right to obtain a certified copy of a public record under section 622.46.” Iowa Code 22.2(1).

“All reasonable expenses of the examination and copying shall be paid by the person desiring to examine or copy. The lawful custodian may charge a reasonable fee for the services of the lawful custodian or the custodian’s authorized designee in supervising the examination and copying of the records. If copy equipment is available at the office of the lawful custodian of any public records, the lawful custodian shall provide any person a reasonable number of copies of any public record in the custody of the office upon the payment of a fee. The fee for the copying service as determined by the lawful custodian shall not exceed the actual cost of providing the service. Actual costs shall include only those reasonable expenses directly attributable to supervising the examination of and making and providing copies of public records. Actual costs shall not include charges for ordinary expenses or costs such as employment benefits, depreciation, maintenance,

electricity, or insurance associated with the administration of the office of the lawful custodian. Costs for legal services should only be utilized for the redaction or review of legally protected confidential information. However, a county recorder shall not charge a fee for the examination and copying of public records necessary to complete and file claims for benefits with the Iowa department of veterans affairs or the United States department of veterans affairs.” Iowa Code 22.3(2).

Analysis

The parties both expressed a desire to remedy the notice error through an informal agreement.

Pursuant to Iowa Code §23.9, the parties negotiated and reached an informal resolution.

The parties agreed to the following terms:

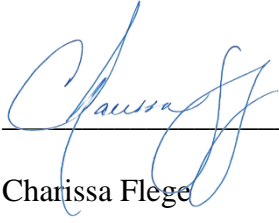
1. The City acknowledges that IPIB has recommended that they revise the current public records fee policy to be in compliance with Chapter 22.
2. The City acknowledges the original fee estimate needs to be revised to be in compliance with Chapter 22.
3. In accordance with IPIB guidance, the City will revise its fee estimate for the current request using the City Clerk’s salary to search the requested six employee email accounts.
4. The City agrees to update its public records policy to reflect current Chapter 22 requirements.
5. The City will provide the updated fee policy to IPIB for feedback and approval.
6. The revised public records policy will be approved by the city council and a copy of the minutes documenting the approval will be provided to IPIB.
7. The legal counsel for the City will provide a training session for council members and designated city staff covering the requirements of Chapter 22.
8. The signed Informal Resolution will be formally approved at a meeting of the governing body. A summary of the Informal Resolution will be read during the meeting.
9. A copy of the minutes detailing the Informal Resolution’s approval will be provided to IPIB.

Complainant approved the informal resolution terms on April 2, 2026.

Respondent approved the terms of the informal resolution on April 6, 2026 at a city council meeting.

The IPIB staff recommend the IPIB approve the Informal Resolution Report.

By the IPIB Deputy Director



Charissa Flege

CERTIFICATE OF MAILING

This document was sent on April 14, 2026, to:

Jacob Hall, Complainant

City of Storm Lake, Respondent

The Iowa Public Information Board

In re the Matter of:	Case Number: 26FC:0060
Jason Battin, Complainant	Dismissal Order
And Concerning:	
City of Mitchellville, Respondent	

COMES NOW, Charlotte Miller, Executive Director for the Iowa Public Information Board (IPIB), and enters this Dismissal Order:

On March 1, 2026, Jason Battin (Complainant) filed formal complaint 26FC:0060, alleging that the City of Mitchellville (Respondent) violated Iowa Code Chapter 21.

Facts

At the time of the events alleged in this complaint, Complainant was an employee of the City of Mitchellville. On February 23, 2026, Complainant alleges that the City's Mayor held a one-on-one meeting with him behind closed doors concerning aspects of his employment. During this session, Complainant alleges that the spouse of a city council member was permitted to enter the office, and the Mayor continued to discuss performance and other personnel matters with them present in the room, despite the spouse having no position of their own in city government or particular connection to the employment matters being discussed.

On March 1, 2026, Complainant filed formal complaint 26FC:0060, alleging that the Mayor's decision to continue discussing his performance with the third party present violated Chapter 22, as the information covered would have qualified confidential personnel information covered by Iowa Code § 22.7(11). Complainant also asserts a related violation based on Iowa Code § 91B.2(2)(b), based on the knowing disclosure of work-related employee information to a person with no legitimate interest in the information.

Applicable Law

“The following public records shall be kept confidential, unless otherwise ordered by a court, by the lawful custodian of the records, or by another person duly authorized to release such information:

11. Personal information in confidential personnel records of government bodies relating to identified or identifiable individuals who are officials, officers, or employees of the government bodies.” Iowa Code § 22.7(5).

Analysis

In the context of Chapter 22, the Iowa Supreme Court has held that the “categorical” confidentiality exemption of Iowa Code § 22.7(11) may be properly asserted to withhold employee in-house job performance materials and disciplinary records when this information is sought by a Chapter 22 records request, *ACLU Foundation of Iowa, Inc. v. Records Custodian, Atl. Cmty. Sch. Dist.*, 818 N.W.2d 231, 235 (Iowa 2012). In applying this rule, a record may be entitled to confidentiality even when it is not found in a literal personnel file, as “[t]he nature of the record is not controlled by its place in a filing system.” *Des Moines Indep. Cmty. Sch. Dist. Pub. Recs. v. Des Moines Reg. & Trib. Co.*, 487 N.W.2d 666, 670 (Iowa 1992) (finding that documents assembled as part of an investigation into school district employees were “essentially in-house, job performance documents exempt from disclosure” despite being found in the investigation files).

In this case, however, the complaint does not involve a request for or disclosure of any public record (or information found in any public record). Instead, Complainant asserts that the contents of his verbal performance evaluation contained information which could have qualified as confidential if it were contained in a public record. While other areas of the law may impose additional confidentiality requirements, this places the complaint outside the scope of Chapter 22.

Additionally, even if the complaint alleged the disclosure of a public record, the preamble to Iowa Code § 22.7 provides that confidentiality applies “unless otherwise ordered by a court, by the lawful custodian of the records, or by another person duly authorized to release such information.” *See also Nahas v. Polk Cnty.*, 991 N.W.2d 770, 783–84 (Iowa 2023) (“The exceptions listed in section 22.7 are not a basis for requiring the disclosure of documents. Rather, they allow a lawful custodian of government documents to refuse to release documents that contain confidential information. Whether the termination letter is confidential or not, Polk County still was not prohibited from releasing it under section 22.7.”), *overruled on other grounds by Doe v. W. Dubuque Cmty. Sch. Dist.*, 20 N.W.3d 798, 806 (Iowa 2025). IPIB has previously held that the disclosure of performance evaluation-style reviews by a lawful custodian or other duly authorized person is not a violation of Chapter 22. 24FC:0119, *Tony Reed/Central Iowa Juvenile Detention Center Commission* (finding no violation where a commission opted to release a personnel report on its executive director to the public and held a related performance evaluation in open session against the director’s wishes).

Complainant also alleges wrongful disclosure of sensitive personnel information in violation of Iowa Code § 91B.2(2)(b). Because IPIB’s jurisdiction to receive complaints is limited to Chapter 21 and Chapter 22, IPIB lacks the authority to weigh the merits of this portion of the complaint.

Conclusion

Iowa Code § 23.8 requires that a complaint be within the IPIB's jurisdiction, appear legally sufficient, and have merit before the IPIB accepts a complaint. Following a review of the allegations on their face, it is found that this complaint does not meet those requirements.

The presence of an unrelated third party during a performance evaluation does not present a potential violation of Chapter 22, and alleged violations of Chapter 91B based on improper disclosure of personnel information are outside IPIB's jurisdiction.

IT IS SO ORDERED: Formal complaint 26FC:0060 is dismissed as it is legally insufficient and outside IPIB's jurisdiction pursuant to Iowa Code § 23.8(2) and Iowa Administrative Rule 497-2.1(2)(b).

Pursuant to Iowa Administrative Rule 497-2.1(3), the IPIB may "delegate acceptance or dismissal of a complaint to the executive director, subject to review by the board." The IPIB will review this Order on April 16, 2026. Pursuant to IPIB rule 497-2.1(4), the parties will be notified in writing of its decision.

By the IPIB Executive Director,



Charlotte J.M. Miller, J.D.

CERTIFICATE OF MAILING

This document was sent on April 8, 2026, to:

Jason Battin, Complainant

The Iowa Public Information Board

In re the Matter of:	Case Number: 26FC:0061
Jeremy Newsom, Complainant	Dismissal Order
And Concerning:	
Department of Public Safety, Respondent	

COMES NOW, Charlotte Miller, Executive Director for the Iowa Public Information Board (IPIB), and enters this Dismissal Order:

On March 2, 2026, Jeremy Newsom (Complainant) filed formal complaint 26FC:0061, alleging that the Department of Public Safety (Respondent) violated Iowa Code Chapter 22.

Facts

On March 2, 2026, Complainant submitted a six-word formal complaint against Respondent, which read as follows: “Withholding of records and other violations.”

IPIB staff attempted to follow-up with Complainant about the details of the alleged violation on March 5, March 11, and March 20, but Complainant has not had any contact with IPIB since the submission of 26FC:0061.

Analysis

While improper withholding of non-confidential public records and “other violations” could fall within IPIB’s jurisdiction over Chapter 22, Complainant has not provided any further information to describe what was requested or allegedly withheld. By failing to respond despite multiple attempts at contact, Complainant has constructively abandoned his complaint, and further review is impossible.

Conclusion

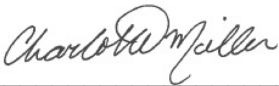
Iowa Code § 23.8 requires that a complaint be within the IPIB's jurisdiction, appear legally sufficient, and have merit before the IPIB accepts a complaint. Following a review of the allegations on their face, it is found that this complaint does not meet those requirements.

Complainant has constructively abandoned the case, and IPIB has been unable to seek clarification on the allegations to determine whether they could have merit as a result.

IT IS SO ORDERED: Formal complaint 26FC:0061 is dismissed as it is without merit and has been constructively abandoned pursuant to Iowa Code § 23.8(2) and Iowa Administrative Rule 497-2.1(2)(b).

Pursuant to Iowa Administrative Rule 497-2.1(3), the IPIB may “delegate acceptance or dismissal of a complaint to the executive director, subject to review by the board.” The IPIB will review this Order on April 16, 2026. Pursuant to IPIB rule 497-2.1(4), the parties will be notified in writing of its decision.

By the IPIB Executive Director,



Charlotte J.M. Miller, J.D.

CERTIFICATE OF MAILING

This document was sent on April 8, 2026, to:

Jeremy Newsom, Complainant



Miller, Charlotte <charlotte.miller@iowa.gov>

25FC:0061

Dylan Southall <dylsou07@gmail.com>

Tue, Apr 14, 2026 at 9:55 AM

To: "Miller, Charlotte" <charlotte.miller@iowa.gov>

Cc: Missy Timmermans <Missy.Timmermans@cfunet.net>, Jeffrey Edgar <jedgar@ahlerslaw.com>

Good morning Charlotte,

Attached are documents for the Board to consider. I have prepared a written public comment for the Board at the time of the meeting, an analysis of your report provided for the Board's eye's in consideration of this case, and exhibits for the Board's reference during their use of my analysis.

Thank you for your time and consideration,

Dylan Southall

[Quoted text hidden]

6 attachments



Exhibit C.jpg
335K



Exhibit D.png
565K



Exhibit B.png
274K



Cedar Falls
Utilities
THE POWER OF SERVICE

EMPLOYEE DISCIPLINARY REPORT

EMPLOYEE'S NAME	Dylan Southall	JOB TITLE	Communications Technician
DATE OF INCIDENT	11/2/2023	DEPT/DIVISION	Communication Operations
DATE OF REPORT	11/27/2023	SUPERVISOR	Chris Hartman

DISCIPLINARY ACTION

VERBAL (Mark w/ X)	
WRITTEN (Mark w/ X)	X
SUSPENSION (Days/Terms)	
TERMINATION (Date)	

PRIOR NOTIFICATIONS

	DATE	SUBJECT
VERBAL	1/4/2023	Excessive breaks, utilizing direct driving routes, contacting supervisor or reaching out to fellow Comm Techs to assist when done early.
WRITTEN		
SUSPENSION		

Levels of Discipline

When appropriate, CFU will use a system of progressive discipline to provide employees with the opportunity to correct inappropriate behavior and correct deficiencies or where an employee makes the decision to repeat the unwanted behavior or fail to make needed improvement. Progressive discipline generally consists of the following:

- Coaching session – Informal discussion with the employee and documented by the immediate supervisor, not a record in the employee’s personnel file.
- Written warning – A written warning documented on the disciplinary action form. The signed form is filed in the employee’s personnel file and part of their permanent record. Written warnings may be given multiple times in an employee’s tenure.
- Suspension – A period of time the employee is placed on unpaid leave and relieved of their job duties. The disciplinary action form is completed, and a signed copy is placed in the employee’s personnel file.
- Termination – When other forms of disciplinary action have proven ineffective, or the seriousness of the offense or condition warrants, an employee may be terminated. If the situation requires an investigation, the employee may be placed on administrative leave.

Disciplinary Notice

Employee & Legal Services will be responsible for developing and issuing a consistent disciplinary action form for managers to utilize. Information placed in the employee’s personnel file as a result of disciplinary action may become a public record, pursuant to Iowa Administrative Code §22.15.

Administrative Leave

An employee may be placed on administrative leave due to an internal investigation. Types of conduct may include dishonesty, discrimination, harassment, retaliation, violence on the job, gross safety negligence, or placing others in danger. This is not meant to be an exhaustive list.

Right to Conduct Searches

CFU is committed to keeping the workplace free from drugs, weapons, alcohol, and eliminating offensive materials that could lead to creating a hostile work environment. Where credible evidence supports an employee may have engaged in misconduct, authorized persons may conduct searches when deemed necessary by management. Employees should be aware that company property and personal items, including vehicles, brought onto CFU property may be searched. An employee’s refusal to cooperate in a search, inspection, or investigation could result in disciplinary action up to and including termination.

Nothing in this policy shall imply that the steps of progressively more serious discipline must be followed in order. The seriousness of each offence shall be judged on its own merits and will determine the level of discipline administered. The progressive disciplinary procedure may be applied whether or not the series of job performance or behavior problems are related.



Cedar Falls Utilities

THE POWER OF SERVICE

Employees who wish to review their own file should contact the Employee & Legal Services Department. With reasonable advance notice, employees may review their own personnel files in the Employee & Legal Services Department and in the presence of an individual appointed by CFU to maintain the files. Employees may have a copy of their personnel file including performance evaluations, disciplinary records, and other information concerning employer-employee relations.

To view or obtain information from your official personnel records, please make selection(s) below, and the appropriate Human Resources representative will respond to you within 24-72 hours to confirm receipt of your request and schedule delivery of the information.

Date Submitted: Click or tap to enter a date.

Last Name: Click DYLAN SOUTHALL here to enter text.

First Name: Click or tap here to enter text.

Employee ID: Click or tap here to enter text.

Phone Number: Click or tap here to enter text.

Department: Click or tap here to enter text.

Please contact me by: Email Phone

What would you like to do during your appointment?

View my personnel file

Obtain a paper copy of my personnel file

Obtain a copy of specific information – What specific information are you requesting?

Specific Information:

Click or tap here to enter text.

Authorization of Employee

By my signature below, I understand that I may not add, remove or revise any documents. I also certify that I have requested, reviewed and/or received a copy of my personnel file.

Employee Signature: 

Date: 12-19-23

OFFICE USE ONLY: To be completed by Employee & Legal Services

Date Request was received: Click or tap to enter a date.

HR staff completing request: Click or tap here to enter text.

Appointment date and time: Click or tap to enter a date.

Date copies available: Click or tap to enter a date. 12-19-23

Date employee notified: Click or tap to enter a date.

Date copies picked up: Click or tap to enter a date.

@screen Specimen Result Certificate

ID Number: 7300673883

Report printed on 5/9/2024 12:22:41 PM

Page 1 of 1

Attention:
Lisa Salmons
Cedar Falls Utilities
PO Box 769
Cedar Falls, IA 50613

Verification Date 12/30/2022 02:19 PM

Collection Site:
14125 - UnityPoint Health at Work - Waterloo
7024 Nordic Dr.
CEDAR FALLS, IA, 50613

Donor Name: Southall, Dylan F
Date Of Test: 12/30/2022

Drugs Tested:

Drug Name	Result
Marijuana	Negative
Cocaine	Negative
Amphetamines (MET)†	Negative

Final Result Disposition: **Negative**

Remarks:

Public Comment — Case No. 25FC:0061

Iowa Public Information Board

Dylan Southall

April 14th, 2026

Members of the Board,

I am asking the Board not to dismiss this complaint, but to look at the records at the center of it before deciding whether Cedar Falls Utilities properly withheld them.

The Executive Director's recommendation rests on a factual claim made by CFU: that no disciplinary action resulted from the events at issue. CFU's own personnel file, the one CFU provided to me, contradicts that claim. The contradiction is documented in the attached written analysis and is visible on the face of CFU's own records. The Executive Director's report does not acknowledge or address it.

The disputed records themselves were never examined. Both CFU and I offered to provide materials for the Board's review during this investigation. CFU's attorneys wrote that CFU "is willing to provide records it withheld from the request to IPIB for its review in camera." I offered audio recordings that bear directly on whether discipline occurred. Neither offer was taken up. The recommendation before this Board is based entirely on CFU's description of documents that no one outside of CFU has seen.

The accompanying written comment addresses each of the Executive Director's specific findings. It identifies a contradiction between CFU's claims and CFU's own documentation. It identifies a gap between CFU's handbook, which requires supervisory documentation of the type of discipline at issue, and CFU's assertion that no such documentation exists. It identifies IPIB precedent in Case 24FC:0077 where the Board required an employer to create documentation rather than accepting non-documentation as a defense. And it raises the question of whether the existing case law, which has only been applied to third parties seeking someone else's records, should be extended to dismiss a complaint by the employee-subject seeking his own records without first examining what those records contain.

I am not asking the Board to rule that these records must be released. I am asking the Board to redirect this matter for further investigation under Iowa Admin. Code r. 497-2.2(4)(a), including in camera review of the disputed records pursuant to Iowa Code §

23.6(7). If the Board examines them and determines they are properly classified as confidential, I will accept that determination.

A dismissal based on one party's characterization of records, while that same party's own file contradicts the factual premise of the dismissal, is not a resolution. It is an assumption. I respectfully ask the Board to review the accompanying analysis and exhibits before voting on the recommendation.

I am unable to attend or teleconference into the Board meeting due to work obligations. I appreciate the Board's willingness to consider this written comment in lieu of an appearance, and I thank you for your time and attention to this matter.

Dylan Southall

BEFORE THE IOWA PUBLIC INFORMATION BOARD

In re the Matter of:

Dylan Southall, Complainant

And Concerning:

Cedar Falls Utilities, Respondent

Case Number: 25FC:0061

COMPLAINANT'S PUBLIC COMMENT IN OPPOSITION TO THE EXECUTIVE DIRECTOR'S RECOMMENDATION OF DISMISSAL

Dylan Southall, Complainant, and respectfully submits this document for the Board's analysis in opposition to Executive Director Charlotte Miller's recommendation that the Board dismiss Case No. 25FC:0061 for lack of probable cause. The Complainant urges the Board to redirect this matter for further investigation under Iowa Admin. Code r. 497-2.2(4)(a), including in camera review of the disputed records.

This comment addresses, in sequence, each of the Executive Director's specific findings and identifies investigative gaps that should be resolved before the Board acts on the recommendation.

I. THE INVESTIGATION DID NOT INDEPENDENTLY VERIFY CFU'S FACTUAL CLAIMS

The Investigative Report rests on two factual premises provided by CFU: (1) that "no disciplinary action was issued to Complainant as a result" of the December 30, 2022 drug test, and (2) that "any records intended to be part of Complainant's personnel file were included in the file provided to him." Neither premise was independently verified.

A. The "No Discipline" Claim Is Contradicted by CFU's Own Records

The personnel file CFU itself provided to the Complainant contains a written warning (Personnel File, Page 11) with a "Prior Notifications" section referencing a verbal warning. See Exhibit A, attached. That verbal warning was issued just days after the December 30, 2022 negative drug test for the identical conduct, route deviation, that triggered the drug test. See Exhibit D. CFU's own Employee Handbook (2024, Page 68) lists "coaching sessions" as the first level of progressive discipline, defined as an "informal discussion with the employee and documented by the immediate supervisor." See Exhibit B.

The Investigative Report does not acknowledge this evidence, does not address the “Prior Notifications” entry, and does not explain how a verbal warning for route deviation issued days after a drug test triggered by route deviation constitutes “no disciplinary action.” The Complainant offered contemporaneous audio recordings for in camera review in his July 8, 2025 response. In one recording (Recording 3, dated January 3, 2023, one day before the verbal warning appears in the personnel file), CFU management states there would be “no discipline.” There is no indication these recordings were asked for review.

B. The Disputed Records Were Not Examined

IPIB has the statutory authority to “examine a record of a government body that is the subject matter of a complaint, including any record that is confidential by law.” Iowa Code § 23.6(7). CFU offered to submit the withheld records for in camera review in its July 1, 2025 response. The Complainant offered audio recordings. Neither offer was taken up. The Report’s conclusion that the observation form requested is “a record generated through a personnel investigation” is based entirely on CFU’s characterization, not on examination of the document itself.

The categorical framework under § 22.7(11) requires a threshold determination: does the record fit within the protected category of “personal information in confidential personnel records”? See *ACLU of Iowa, Inc. v. Atlantic Cmty. Sch. Dist.*, 818 N.W.2d 231, 233 (Iowa 2012). That determination should be based on examination of the actual record, not on the withholding party’s description. Without in camera review, the Board cannot independently assess whether the observation form is purely investigatory or whether it functionally serves as documentation of an employment action.

II. THE REPORT’S ACCEPTANCE OF CFU’S VERBAL WARNING EXPLANATION CREATES A DOCUMENTATION PARADOX

The Report states: “The absence of an employee disciplinary report for a verbal warning is consistent with the verbal nature of the warning itself and does not establish that Respondent withheld responsive documents.” This finding has three problems.

First, CFU’s own handbook requires documentation even at this level. The handbook defines the first step of progressive discipline as a coaching session that is “documented by the immediate supervisor” (2024 Handbook, Page 68; see Exhibit B). The handbook distinguishes between documentation (which occurs) and placement in the personnel file (which does not). The Complainant is requesting whatever documentation the supervisor created, not a formal personnel file entry. The Report does not address this distinction.

Second, accepting non-documentation as a defense contradicts IPIB's own precedent. In Case 24FC:0077 (Ocker v. Mahaska County Sheriff's Office, February 2025), when an employer lacked documentation meeting the requirements of Iowa Code § 22.7(11)(a)(5) and IPIB Advisory Opinion 18AO:0008, the Board did not accept the absence of documentation as a reason to deny disclosure. Instead, IPIB required the employer to *create a new document* meeting the statutory standard. If non-documentation were an acceptable defense, 24FC:0077 would have been resolved by the employer simply stating no qualifying record existed. The Board's approach in that case establishes that a government body's failure to document does not extinguish disclosure obligations.

Third, the Report's reasoning creates a perverse incentive. If a government employer can avoid disclosure by not documenting discipline, while simultaneously referencing that undocumented discipline as a prior step in progressive discipline, then the documentation requirements underlying § 22.15 and § 22.7(11)(a)(5) are rendered meaningless. CFU referenced the verbal warning in the "Prior Notifications" section of a subsequent written warning (see Exhibit A & B). There are only three possibilities: (a) contemporaneous documentation of the verbal warning was created at the time it was issued, as the handbook requires, and should be producible; (b) no contemporaneous documentation was created, meaning the supervisor did not follow the handbook's own documentation requirement, and the retroactive reference in a later written warning is the only record, in which case CFU has already provided the only documentation that exists and the verbal warning question is resolved, but CFU's claim that its disciplinary processes were properly followed is undermined; or (c) contemporaneous documentation was created but has since been lost or destroyed. In any of these scenarios, the Report's bare acceptance of CFU's position, that the absence of a report "is consistent with the verbal nature of the warning", is incomplete. The Report does not inquire into which of these scenarios is actually the case.

III. THE REPORT'S "NULLIFICATION" REASONING ADDRESSES AN ARGUMENT THE COMPLAINANT IS NOT MAKING IN FULL

The Report states: "Complainant's reasoning would effectively nullify the exemption in every case where a personnel investigation concludes in a disciplinary action, which is among the most common outcomes. Iowa Code § 22.7(11) does not support that result."

The Complainant acknowledges that Iowa courts have held investigation files categorically confidential under § 22.7(11). See *ACLU of Iowa, Inc. v. Atlantic Cmty. Sch. Dist.*, 818 N.W.2d 231, 235 (Iowa 2012); IPIB Advisory Opinion 23AO:0004. However, every case establishing that framework involved a third-party requester

seeking records about someone else's employment. Perhaps the more precise question this case presents, and one the existing case law has not addressed, is whether the categorical framework operates the same way when the employee-subject, the very person whose privacy the exemption is designed to protect, is the one requesting records that were used to justify decisions about his own employment. The Legislature has demonstrated it knows how to create subject-specific access provisions when it intends to, Iowa Code § 22.7(5A)(b) explicitly allows the subject of a crisis intervention report to access their own record. The absence of analogous language in § 22.7(11) may reflect a deliberate legislative choice, or it may reflect the fact that the scenario was simply never contemplated. Before the Board resolves this open question by dismissal, in camera review would allow the Board to determine what these records actually contain and whether the categorical label fits.

The Complainant's argument is narrower and grounded in the distinction IPIB itself has recognized between investigation files and employment action documentation. In Advisory Opinion 18AO:0008, IPIB recommended that government bodies "draft a document that provides the information required to be released" rather than disclosing investigation memoranda, implicitly acknowledging that these are different categories. In Case 24FC:0077, IPIB required the Mahaska County Sheriff's Office to prepare new documentation meeting the 18AO:0008 standard while the underlying investigation file remained confidential.

The Complainant is asking: (1) whether the observation form is purely investigatory or whether it also functions as documentation of the employment action (the drug test itself); and (2) whether documentation of the verbal warning exists separate from any investigation file. These are factual questions that require examination of the actual records, not legal questions that can be resolved on CFU's representations alone.

IV. THE REPORT DOES NOT CONSIDER THE COMPLAINANT'S INDEPENDENT ACCESS RIGHT

Iowa Code § 91B.1 provides that an employee, as defined in § 91A.2, "shall have access to and shall be permitted to obtain a copy of the employee's personnel file," including "performance evaluations, disciplinary records, and other information concerning employer-employee relations." The sole exclusion is employment references. This right is broader than anything Chapter 22 provides to the general public and operates independently of § 22.7(11)'s confidentiality provisions.

The Complainant first exercised this right while still employed at CFU in December 2023, requesting a copy of his personnel file. See Exhibit C, attached. CFU provided a file that did not include the observation form or any documentation of the verbal warning, records the Complainant reasonably expected to find in a complete file based

on CFU's own handbook, which requires supervisory documentation of coaching sessions (Exhibit B).

While the Board's jurisdiction is limited to Chapter 22, the existence of § 91B.1 is relevant context for two reasons. First, it demonstrates the Legislature's intent that employees have access to their own disciplinary records, a policy undermined when a government employer uses a privacy exemption against the very person whose privacy it protects. Second, CFU's failure to include these records in the personnel file provided under § 91B.1 raises the question of whether the records were maintained separately in an investigation file, maintained in the personnel file but not provided, or never created. The Report does not address this question.

V. THE CASE LAW CITED IN THE REPORT IS DISTINGUISHABLE ON ITS FACTS

The Report cites *ACLU v. Atlantic Community School District*, 818 N.W.2d 231 (Iowa 2012), *Des Moines ICSD v. Des Moines Register & Tribune*, 487 N.W.2d 666 (Iowa 1992), and *Mitchell v. City of Cedar Rapids*, 926 N.W.2d 222 (Iowa 2019), for the proposition that personnel investigation records are categorically exempt. The Complainant does not dispute this legal framework. However, every one of these cases involved a *third party* seeking access to *another person's* records: the ACLU sought school employee discipline records; a newspaper sought school district investigation files; a shooting victim sought police personnel records. None addressed the situation here: an employee-subject seeking his own records, where the privacy interest the exemption protects belongs to the requester himself.

The Report also relies on the framework established in CFU's response citing *State v. Garrison*, 711 N.W.2d 732, 2006 WL 138280 (Iowa Ct. App. 2006). This is an unpublished table disposition involving a criminal murder defendant seeking internal affairs records of a DCI agent, a factually inapposite context that carries limited precedential authority.

The Complainant acknowledges that under Chapter 22, the identity of the requester does not change the legal analysis. But the absence of any case addressing this precise factual scenario, an employee seeking his own personnel/investigation records from his own employer, means the Board is writing on a relatively clean slate. At minimum, this counsels in favor of in camera review before dismissal, rather than assuming the categorical framework resolves the question without examination of the records.

VI. REQUESTED RELIEF

The Complainant respectfully requests that the Board take the following action:

1. **Redirect this matter for further investigation** under Iowa Admin. Code r. 497-2.2(4)(a), to include: (a) in camera review of the observation form and any verbal warning documentation pursuant to Iowa Code § 23.6(7), to independently determine whether these records fit within the protected category or whether they constitute employment action documentation subject to the framework established in 18AO:0008 and 24FC:0077; (b) consideration of the Complainant's audio recordings, which bear directly on whether CFU's "no discipline" characterization is accurate; and (c) inquiry into whether CFU was asked to exercise its discretionary release authority under the § 22.7 chapeau, which IPIB has recognized permits voluntary release without violating Chapter 22 (Advisory Opinion 19AO:0003).

In the alternative, if the Board determines that no further investigation is warranted, the Complainant requests the Board issue guidance clarifying whether a government body may reference undocumented discipline as a prior step in progressive discipline while simultaneously claiming no responsive records exist, particularly in light of the Board's approach in 24FC:0077, which required the creation of documentation when none existed.

EXHIBITS

Exhibit A: Personnel File (1), Page 11 - Written warning with "Prior Notifications" section referencing verbal warning for route deviation

Exhibit B: CFU Employee Handbook (2024), Page 68 - Progressive Discipline policy (coaching sessions defined as discipline, documented by supervisor) and Disciplinary Notice provision referencing Iowa Code § 22.15

Exhibit C: Personnel File (1), Page 15 - Documentation of Complainant's December 2023 personnel file request while still employed at CFU

Exhibit D: eScreen Specimen Result Certificate - December 30, 2022 drug test result (Reasonable Suspicion/Cause; Final Result: Negative)

Note: Audio recordings (Recordings 1–3) remain available for in camera review as previously offered in Complainant's July 8, 2025 response.

Respectfully submitted,

Dylan Southall

The Iowa Public Information Board

In re the Matter of:	Case Number: 26FC:0064
Heather Duncan-Detrick, Complainant	Dismissal Order
And Concerning:	
Iowa Department of Corrections, Respondent	

COMES NOW, Charlotte Miller, Executive Director for the Iowa Public Information Board (IPIB), and enters this Dismissal Order:

On March 3, 2026, Heather Duncan-Detrick (Complainant) filed formal complaint 26FC:0064, alleging that the Iowa Department of Corrections (Respondent) violated Iowa Code Chapter 22.

Facts

On March 3, 2026, Complainant submitted a brief formal complaint against Respondent, alleging that she had been denied investigation documents for an upcoming DIAL hearing in May. No additional details were provided.

IPIB staff promptly acknowledged receipt of the complaint for facial review. On March 11, 2026, staff sought additional clarification about the nature of the records sought and Respondent's denial, as it appeared the request for investigative file materials might be based on other law, rather than the general access provisions of Chapter 22 available to the public at large. However, IPIB staff have been unable to reestablish contact with Complainant at any point since the filing, despite multiple additional attempts to do so by email and phone.

Analysis

Because Complainant has not been in contact with IPIB since the filing of this complaint, there is insufficient information to determine whether Respondent's failure to release the investigation file could present a potential violation of Chapter 22. From what is available in the complaint description, it appears likely Complainant was seeking access to records within the context of an administrative hearing, rather than pursuing a general Chapter 22 request. If this were the case,

special access based on Complainant's relationship to the investigation or role in the upcoming hearing would be beyond IPIB's statutory jurisdiction.

Without the opportunity to clarify the allegations with Complainant, IPIB is unable to complete its facial review. It appears the matter has been abandoned.

Conclusion

Iowa Code § 23.8 requires that a complaint be within the IPIB's jurisdiction, appear legally sufficient, and have merit before the IPIB accepts a complaint. Following a review of the allegations on their face, it is found that this complaint does not meet those requirements.

Complainant has constructively abandoned the case, and IPIB has been unable to seek clarification on the allegations to determine whether they could have merit as a result.

IT IS SO ORDERED: Formal complaint 26FC:0064 is dismissed as it is without merit and has been constructively abandoned pursuant to Iowa Code § 23.8(2) and Iowa Administrative Rule 497-2.1(2)(b).

Pursuant to Iowa Administrative Rule 497-2.1(3), the IPIB may "delegate acceptance or dismissal of a complaint to the executive director, subject to review by the board." The IPIB will review this Order on April 16, 2026. Pursuant to IPIB rule 497-2.1(4), the parties will be notified in writing of its decision.

By the IPIB Executive Director,



Charlotte J.M. Miller, J.D.

CERTIFICATE OF MAILING

This document was sent on April 8, 2026, to:

Heather Duncan-Detrick, Complainant

The Iowa Public Information Board

In re the Matter of:	Case Number: 26FC:0075
Kevin Dennis Olson, Complainant	Dismissal Order
And Concerning:	
City of Des Moines, Respondent	

COMES NOW, Charlotte Miller, Executive Director for the Iowa Public Information Board (IPIB), and enters this Dismissal Order:

On March 12, 2026, Kevin Dennis Olson (Complainant) filed formal complaint 26FC:0075, alleging that the City of Des Moines (Respondent) violated Iowa Code Chapter 22.

Facts

On February 6, 2026, Complainant submitted a Chapter 22 request seeking the oath of office and individual surety bond for a particular assistant city attorney employed by Respondent, who was involved with Complainant as part of an underlying civil matter. Respondent replied the following business day, February 9, 2026, with the release of the requested oath of office, the city's excess liability policy, and the city's crime insurance policy.

Complainant contends that the latter two items are blanket bonds, rather than an individual surety bond specific to the named attorney as requested. In the documentation provided alongside the complaint, however, Respondent clarified that no such individual bond exists, and city officials were instead covered by an insurance policy in lieu of a bond.

On March 12, 2026, Complainant filed formal complaint 26FC:0075, alleging a violation of Chapter 22 based on Respondent's failure to provide a copy of the assistant city attorney's surety bond, which Complainant argues are mandatory. The complaint also references several other provisions of state and federal law as relevant to the alleged violation, including Article VI, Clause 3 of the US Constitution, multiple federal statutes, and Chapter 64 of the Iowa Code.

Applicable Law

“Every person shall have the right to examine and copy a public record and to publish or otherwise disseminate a public record or the information contained in a public record.” Iowa Code § 22.2(1).

Analysis

Iowa Code § 22.2(1) provides for the examination and copying of public records “of or belonging to” state and local government bodies. If an individual surety bond for the named assistant city attorney existed, Respondent would likely have an obligation to release it in response to a Chapter 22 request. In this case, Respondent has stated that no such record exists, and it appears city officials are instead covered by an insurance policy in lieu of a bond, as provided for by Iowa Code § 64.3. This insurance policy was duly released.

Complainant alleges that “Iowa Code Chapter 64 mandates that the City Attorney must be bonded,” and that blanket bonds are insufficient to satisfy state and federal bonding requirements. However, nothing in the complaint or attached materials offers any reason to believe that the requested bond actually exists, while Respondent has provided an explanation for why it does not maintain individual surety bonds for city officials. If there is no responsive record, a failure to provide a non-existent record does not constitute a potential violation of Chapter 22, regardless of whether the record *should* be maintained pursuant to another requirement of the law. *See also* 25FC:0039, *Kevin Howard/Department of Administrative Services* (dismissing a substantively similar complaint alleging a failure to release individual surety bonds by a state government body which carried a blanket insurance policy in lieu of a bond).

To the extent the complaint alleges a violation based on Respondent’s failure to carry an individual surety bond, any potential violation would be outside of IPIB’s jurisdiction over Chapter 21 and Chapter 22.

Conclusion

Iowa Code § 23.8 requires that a complaint be within the IPIB’s jurisdiction, appear legally sufficient, and have merit before the IPIB accepts a complaint. Following a review of the allegations on their face, it is found that this complaint does not meet those requirements.

Nothing in the complaint suggests that any existing responsive records were withheld. Because there was no obligation under Chapter 22 for Respondent to produce a non-existent record, regardless of what other areas of the law may require, the case must be dismissed on facial review.

IT IS SO ORDERED: Formal complaint 26FC:0075 is dismissed as it is without merit pursuant to Iowa Code § 23.8(2) and Iowa Administrative Rule 497-2.1(2)(b).

Pursuant to Iowa Administrative Rule 497-2.1(3), the IPIB may “delegate acceptance or dismissal of a complaint to the executive director, subject to review by the board.” The IPIB will review

this Order on April 16, 2026. Pursuant to IPIB rule 497-2.1(4), the parties will be notified in writing of its decision.

By the IPIB Executive Director,



Charlotte J.M. Miller, J.D.

CERTIFICATE OF MAILING

This document was sent on April 8, 2026, to:

Kevin Dennis Olson, Complainant

The Iowa Public Information Board

In re the Matter of:	Case Number: 26FC:0079
Tony Jensen, Complainant	Dismissal Order
And Concerning:	
City of Mitchellville, Respondent	

COMES NOW, Charlotte Miller, Executive Director for the Iowa Public Information Board (IPIB), and enters this Dismissal Order:

On March 1, 2026, Tony Jensen (Complainant) filed formal complaint 26FC:0079, alleging that the City of Mitchellville (Respondent) violated Iowa Code Chapter 21.

Facts

This complaint arises in the context of an ongoing intragovernmental dispute between elected officials in the City of Mitchellville, where Complainant serves as the current mayor.

In mid-March 2026, during a period of heightened public interest in the city government, several members of the city council expressed interest in changing the venue of their then-upcoming meeting on March 19, 2026. The Mitchellville Community Center was proposed as an alternative to accommodate a larger audience, as the potential turnout was expected to exceed the capacity of the city council's usual meeting chambers in the town hall. Other members of city government favored the town hall, where the meeting was ultimately held, on the basis that the location would make it easier to respond to public safety and security concerns.

On March 19, 2026, Complainant filed formal complaint 26FC:0079, providing documentation of an email conversation between members of the city council which reflected an agreement between three (of five) members that the venue should be changed to the community center, along with directions to the city administrator to update the location accordingly. Complainant asserts that this conversation constituted an improper meeting of Respondent outside of open session, in violation of Chapter 22. Another individual on the city council and a member of the public contacted IPIB with similar concerns shortly after the complaint was filed.

Applicable Law

“*Meeting*’ means a gathering in person or by electronic means, formal or informal, of a majority of the members of a governmental body where there is deliberation or action upon any matter within the scope of the governmental body’s policy-making duties. Meetings shall not include a gathering of members of a governmental body for purely ministerial or social purposes when there is no discussion of policy or no intent to avoid the purposes of this chapter.” Iowa Code § 21.2(2).

Analysis

Iowa Code § 21.2(2) defines a meeting as having four key attributes. For any meeting, there must be 1) a gathering of members of a common governmental body, 2) a majority of the body’s members, and 3) deliberation or action on 4) any matter within the body’s policy-making duties, as opposed to purely ministerial or social purposes.

The first three elements appear to be met by the alleged email description for the purposes of facial review, as a city council is a governmental body pursuant to Iowa Code § 21.2(1)(b), three of five members would constitute a majority, and an agreement between those members to change the venue for the March 19 meeting would imply deliberation or action.

This leaves the question of whether the discussion was “within the scope of the governmental body’s policy-making duties.” Policy-making duties, for the purposes of Chapter 21, encompass a broad category of matters over which a body “exercise[s] judgment or discretion,” though it excludes ministerial and social purposes. *Hettinga v. Dallas Cnty. Bd. of Adjustment*, 375 N.W.2d 293, 295 (Iowa Ct. App. 1985) (quoting Op. No. 82-5-15, 1982 Iowa Op. Atty. Gen. 423, at *3)). For a city council, this would include not only the passage of ordinances, but also employment decisions, budget allocations, and similar. However, “policy-making duties” has been interpreted to *exclude* a narrow range of non-policy decisions outside the official authority of the government, including the coordination of future meetings. *See, e.g., Hawkeye Commc’ns, Inc. v. Carlson*, No. 04–1674, 2005 WL 3940279, at *4 (Iowa Ct. App. 2005) (finding that discussion to amend the time of an upcoming meeting was a purely ministerial function and not within the scope of “policy-making duties” which could create a meeting, as to hold otherwise “would lead to impractical if not absurd results” by effectively precluding a body from coordinating emergency meetings or rescheduling after a failure to meet quorum); 20FC:0027, *Logan Nehman/Fonda City Council* (finding no meeting had occurred where three of five members of a city council discussed availability and possible times to interview job applicants).

In this case, deliberation related to a proposed location change for an upcoming city council meeting would similarly fall outside the “scope of the governmental body’s policy-making duties,” meaning that the alleged email conversation would not create a meeting subject to the requirements

of Chapter 21.¹ If discussions of this nature were limited to open session meetings only, it would effectively prevent city councils and other government bodies from selecting a new meeting location in response to circumstances which render a planned venue unusable. Such a result cannot have been the legislature's intent.

Because the discussion referenced in the complaint was not on any matter "within the scope of the governmental body's policy-making duties," it did not create a meeting under the definition of Iowa Code § 21.2(2), and the requirements of Chapter 21 for meetings therefore did not apply.

Conclusion

Iowa Code § 23.8 requires that a complaint be within the IPIB's jurisdiction, appear legally sufficient, and have merit before the IPIB accepts a complaint. Following a review of the allegations on their face, it is found that this complaint does not meet those requirements.

Discussion related to a proposed change in meeting venue was a matter outside the official "policy-making duties" of Respondent's city council, meaning that the alleged email conversation would not have created an improper "meeting" subject to Chapter 21.

IT IS SO ORDERED: Formal complaint 26FC:0079 is dismissed as it is legally insufficient pursuant to Iowa Code § 23.8(2) and Iowa Administrative Rule 497-2.1(2)(b).

Pursuant to Iowa Administrative Rule 497-2.1(3), the IPIB may "delegate acceptance or dismissal of a complaint to the executive director, subject to review by the board." The IPIB will review this Order on April 16, 2026. Pursuant to IPIB rule 497-2.1(4), the parties will be notified in writing of its decision.

By the IPIB Executive Director,



Charlotte J.M. Miller, J.D.

CERTIFICATE OF MAILING

¹ In reaching this conclusion, IPIB notes the proposal was to change the location of a particular meeting in response to public request and capacity concerns, rather than an official policy change to permanently designate the community center as the default location for all future meetings.

This document was sent on April 8, 2026, to:

Tony Jensen, Complainant

The Iowa Public Information Board

In re the Matter of:	Case Number: 26FC:0081
Chey Hixson, Complainant	Dismissal Order
And Concerning:	
City of Mitchellville, Respondent	

COMES NOW, Charlotte Miller, Executive Director for the Iowa Public Information Board (IPIB), and enters this Dismissal Order:

On March 19, 2026, Chey Hixson (Complainant) filed formal complaint 26FC:0081, alleging that the Mayor of the City of Mitchellville (Respondent) violated Iowa Code Chapter 22.

Facts

On March 19, 2026, Complainant filed formal complaint 26FC:0081, alleging Respondent violated Chapter 22. The complaint included multiple related allegations, including:

1. An allegation that Respondent was forwarding city business through a personal email account rather than his official government-issued email;
2. An allegation that Respondent shared city emails with his wife without a formal Chapter 22 request for the same, and the emails were later shared on social media; and
3. General concerns about records retention and government ethics in light of the above.

Applicable Law

“Every person shall have the right to examine and copy a public record and to publish or otherwise disseminate a public record or the information contained in a public record.” Iowa Code § 22.2(1).

Analysis

I. Forwarding of City Emails to a Personal Inbox

Although IPIB advises that keeping personal and public email accounts separate is best practice for the ease of handling Chapter 22 requests, there is nothing in Chapter 22 which actually mandates this separation. If the emails sent or shared with Respondent’s personal email constitute

public records “of or belonging to” the city as a government body, then they would still be subject to disclosure under Chapter 22 regardless of their location, as “[i]t is the nature and purpose of the document, not the place where it is kept, which determines its status.” *Linder v. Eckard*, 152 N.W.2d 833, 835 (Iowa 1967). Because there is no allegation that any public records have been improperly withheld from Complainant as a result of this forwarding, the allegation does not present a facial violation of Chapter 22.

II. Disclosure of Records to the Mayor’s Wife

While the public typically obtains access to public records through a Chapter 22 records request, there is also nothing in Chapter 22 which suggests an affirmative request must be filed before a government official or employee is permitted to disclose a record.

If the city email records allegedly disclosed by Respondent to his wife were non-confidential, then Iowa Code § 22.2(1) would give her the same right as any other member of the public “to publish or otherwise disseminate a public record or the information contained in a public record.” This would include publication to social media.

Complainant does not allege the records were entitled to confidentiality. While it is likely that Respondent would be a “person duly authorized to release [the] information” for the purposes of the first sentence of Iowa Code § 22.7 based on his position as mayor, IPIB does not need to reach this issue in its analysis if the complaint is only alleging a lack of a formal Chapter 22 request prior to the release of records.

III. Records Retention & Government Ethics Concerns

Chapter 22 does not impose general retention requirements for public records, though other areas of the law may. IPIB also does not have the jurisdiction to address ethics concerns outside of Chapter 21 or Chapter 22.

Conclusion

Iowa Code § 23.8 requires that a complaint be within the IPIB’s jurisdiction, appear legally sufficient, and have merit before the IPIB accepts a complaint. Following a review of the allegations on their face, it is found that this complaint does not meet those requirements.

Because neither Respondent’s forwarding of emails nor his disclosure of city emails to his wife constitute potential violations of Chapter 22, and because any retention or ethics concerns raised as a result would be beyond IPIB’s statutory jurisdiction, the complaint must be dismissed on facial review.

IT IS SO ORDERED: Formal complaint 26FC:0081 is dismissed as it is legally insufficient and outside of IPIB's jurisdiction pursuant to Iowa Code § 23.8(2) and Iowa Administrative Rule 497-2.1(2)(b).

Pursuant to Iowa Administrative Rule 497-2.1(3), the IPIB may “delegate acceptance or dismissal of a complaint to the executive director, subject to review by the board.” The IPIB will review this Order on April 16, 2026. Pursuant to IPIB rule 497-2.1(4), the parties will be notified in writing of its decision.

By the IPIB Executive Director,



Charlotte J.M. Miller, J.D.

CERTIFICATE OF MAILING

This document was sent on April 8, 2026, to:

Chey Hixson, Complainant

The Iowa Public Information Board

In re the Matter of:	Case Number: 26FC:0086
Terri Hay, Complainant	Dismissal Order
And Concerning:	
City of Clarksville, Respondent	

COMES NOW, Charlotte Miller, Executive Director for the Iowa Public Information Board (IPIB), and enters this Dismissal Order:

On March 22, 2026, Terri Hay (Complainant) filed formal complaint 26FC:0086, alleging that the City of Clarksville (Respondent) violated Iowa Code Chapter 22.

Facts

On May 14, 2019, Respondent issued a cemetery deed to Complainant for a particular lot in the Lynnwood Cemetery. On January 14, 2020, however, Complainant alleges that the same lot was reassigned to another individual in a separate cemetery deed.

On March 8, 2026, Complainant submitted a Chapter 22 request to Respondent, seeking any records related to this lot, including any documents related to the transfer, cancellation, or reassignment of the lot during the period described above. Respondent provided for the timely release of records, including cemetery deeds reflecting assignments to both individuals and associated payment/ledger documents. However, Respondent also stated that there were no records reflecting Complainant's authorization to transfer or relinquish her interest in the lot.

On March 22, 2026, Complainant filed formal complaint 26FC:0086, alleging a failure to provide appropriate documentation to justify the transfer.

Applicable Law

“Every person shall have the right to examine and copy a public record and to publish or otherwise disseminate a public record or the information contained in a public record.” Iowa Code § 22.2(1).

Analysis

Iowa Code § 22.2(1) provides for the examination and copying of public records “of or belonging to” state and local government bodies. If Respondent were in possession of a record documenting Complainant’s authorization to transfer or relinquish ownership of the disputed lot, it is assumed for the purposes of facial review that this would be a public record subject to disclosure.

However, Respondent has stated that it does not have such a record, and Complainant has clarified that she is not alleging the record sought actually exists. Instead, Complainant’s concern is that a cemetery lot was issued in her name in 2019 and later reassigned to another individual in 2020, and Respondent has been unable to provide any record to show that this transfer is proper. Because Complainant is not alleging any *existing* responsive records have been improperly withheld, the failure to provide documentation does not present a potential violation of Chapter 22.

Because IPIB’s statutory jurisdiction is limited to Chapter 21 and Chapter 22, it would be beyond the scope of IPIB’s authority to investigate an allegation that the reassignment of the cemetery lot itself was improper or insufficiently documented. *See* Iowa Code § 23.6(4).

Conclusion

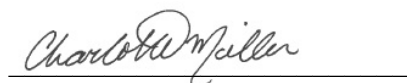
Iowa Code § 23.8 requires that a complaint be within the IPIB’s jurisdiction, appear legally sufficient, and have merit before the IPIB accepts a complaint. Following a review of the allegations on their face, it is found that this complaint does not meet those requirements.

The city has stated that the transfer documentation sought does not exist. Because Complainant does not contest this representation and only alleges that there *should* have been additional documentation to permit the transfer of the disputed cemetery lot, any issues presented by this complaint are beyond IPIB’s jurisdiction over Chapter 22.

IT IS SO ORDERED: Formal complaint 26FC:0086 is dismissed as it is outside of IPIB’s jurisdiction pursuant to Iowa Code § 23.8(2) and Iowa Administrative Rule 497-2.1(2)(b).

Pursuant to Iowa Administrative Rule 497-2.1(3), the IPIB may “delegate acceptance or dismissal of a complaint to the executive director, subject to review by the board.” The IPIB will review this Order on April 16, 2026. Pursuant to IPIB rule 497-2.1(4), the parties will be notified in writing of its decision.

By the IPIB Executive Director,



Charlotte J.M. Miller, J.D.

CERTIFICATE OF MAILING

This document was sent on April 8, 2026, to:

Terri Hay, Complainant

The Iowa Public Information Board

In re the Matter of:	Case Number: 26FC:0092
Amber Turner, Complainant	Dismissal Order
And Concerning:	
Mitchellville City Council Member, Respondent	

COMES NOW, Charlotte Miller, Executive Director for the Iowa Public Information Board (IPIB), and enters this Dismissal Order:

On March 23, 2026, Amber Turner (Complainant) filed formal complaint 26FC:0092, alleging that a member of the Mitchellville City Council (Respondent) violated Iowa Code Chapter 21.

Facts

This complaint arises in the context of an ongoing intragovernmental dispute between public officials in the City of Mitchellville, where both Complainant and Respondent serve as elected members of the city council.

On March 19, 2026, the city council met in open session. The agenda for this meeting included an item for the discussion and possible approval of the Mayor's appointment of a new fire chief, following the Mayor's decision to dismiss the previous chief on March 5, 2026. During discussion of this item, as recorded by news media sources documenting the meeting, Respondent stated that he would not consider any nominee except for the former fire chief, and the Mayor responded that he did not support the chief's reinstatement.¹

At a later point in the discussion, Respondent addressed the Mayor directly, saying:

Mayor, I know you're not going to resign, and I actually don't mind you sticking around for a little while because a month from now you're going to be a completely castrated

¹ Abigail Kurten, *Dozens Crowd Mitchellville Town Hall, Call for Mayor's Resignation After Fire Chief Firing*, KCCI (Mar. 20, 2026), <https://www.kcci.com/article/mitchellville-residents-demand-mayor-resign-fire-chief/70798012>.
26FC:0092 Dismissal Order Page 1 of 3

mayor. You are not going to have any appointment powers when we change the ordinances. And then you can just sit there.

On March 23, 2026, Complainant submitted formal complaint 26FC:0092, alleging that this comment was “unacceptable and indicative of a hostile and increasingly intimidating working environment” within the City. Complainant suggested that this type of “degrading, inflammatory language” undermined the integrity of the city government, and the hostile work environment interfered with the ability of council members to hold meetings and conduct business. The Mayor also sought IPIB’s assistance in relation to this incident.

Applicable Law

“This chapter seeks to assure, through a requirement of open meetings of governmental bodies, that the basis and rationale of governmental decisions, as well as those decisions themselves, are easily accessible to the people.” Iowa Code § 21.2(2).

“The [Iowa Public Information Board] shall have all of the following powers and duties:

4. Receive complaints alleging violations of chapter 21 or 22, seek resolution of such complaints through informal assistance, formally investigate such complaints, decide after such an investigation whether there is probable cause to believe a violation of chapter 21 or 22 has occurred, and if probable cause has been found prosecute the respondent before the board in a contested case proceeding conducted according to the provisions of chapter 17A.” Iowa Code § 23.6(4).

Analysis

IPIB’s jurisdiction to receive and investigate complaints is statutorily limited to alleged violations of Chapters 21 or 22, dealing with open meetings and public records respectively. Iowa Code § 23.6(4). Although the comment was made during an open session meeting, IPIB’s authority over Chapter 21 does not extend to decorum or the contents of deliberation.

Dismissal is required, as the complaint does not present any potential violation within IPIB’s jurisdiction.

Conclusion

Iowa Code § 23.8 requires that a complaint be within the IPIB’s jurisdiction, appear legally sufficient, and have merit before the IPIB accepts a complaint. Following a review of the allegations on their face, it is found that this complaint does not meet those requirements.

IPIB lacks the authority to consider an allegation that a member of a governmental body made inappropriate or inflammatory comments during a meeting, as this would not present a potential violation of Chapter 21 (or Chapter 22).

IT IS SO ORDERED: Formal complaint 26FC:0092 is dismissed as it is outside of IPIB's jurisdiction pursuant to Iowa Code § 23.8(2) and Iowa Administrative Rule 497-2.1(2)(b).

Pursuant to Iowa Administrative Rule 497-2.1(3), the IPIB may “delegate acceptance or dismissal of a complaint to the executive director, subject to review by the board.” The IPIB will review this Order on April 16, 2026. Pursuant to IPIB rule 497-2.1(4), the parties will be notified in writing of its decision.

By the IPIB Executive Director,



Charlotte J.M. Miller, J.D.

CERTIFICATE OF MAILING

This document was sent on April 8, 2026, to:

Amber Turner, Complainant

Consent Agenda Accept Cases

IPIB Case Number	Contact Name	Name of Entity Involved	Complaint Type	Description	Board Meeting Consent
25FC:0120	Tim Ferguson	Davenport Police Department & City of Davenport	Chapter 22	<p>Failure to Apply Public Interest Waiver FOIA provides for fee waivers when release of records benefits the public interest. Records on use of force, de-escalation, and constitutional rights are unquestionably of public concern, yet no waiver or reduction was meaningfully applied.</p> <p>Inflated or Unclear Estimate The estimate lacks a transparent breakdown. Without detail on how hours, rates, and tasks were calculated, the figure appears arbitrary and unnecessarily inflated.</p> <p>The excessive cost estimate undermines both the spirit and letter of FOIA. This approach discourages public access to information that is essential for community trust and oversight of law enforcement. I respectfully urge the Board to intervene, ensure fair handling of this request, and reaffirm the agency's commitment to transparency.</p> <p>On December 22, 2025, I submitted the following FOIA request:</p>	Accept
26FC:0043	Judith Lee	City of Davenport	Chapter 22	<ol style="list-style-type: none"> 1. All individual payments with dates made by the City of Davenport to any attorney employed by Lane & Waterman and the Lane & Waterman firm for any and all services provided from January 1, 2024 through December 31, 2025. 2. All individual invoices with dates submitted for payment for the City of Davenport from the Lane & Waterman firm from January 1, 2024 through December 31, 2025. 3. Documentation of all such individual payments with dates made and invoices submitted that were publicly placed on any Council agenda within this time period for vote and not for vote, with documentation on why any payments and/or submittals were not placed on Council agenda. 4. Documentation of all pay stubs for Samuel Huff IV Davenport Corporation Counsel between January 1, 2024 through December 31, 2025. <p>On 12/31/2025 I received the automatic confirmation from Just FOIA, and a confirmation from Deputy City Clerk Brian Krup, w</p> <p>On [Oct 12, 2025], the complainant submitted a written public records request to Scott County under Iowa Code Chapter 22, seeking:</p>	Accept
26FC:0047	Tim Ferguson	Scott County and Scott County Attorney's office	Both	<p>All public records, audit logs, and related metadata documenting whether Ryan McCord, while acting as a Scott County employee, searched for, accessed, viewed, copied, or transmitted any information or data related to "Timmy Ferguson" during the period April 1, 2024 through December 31, 2024.</p> <p>The request included, but was not limited to:</p> <ul style="list-style-type: none"> Computer and network activity records; Email metadata and search logs; Document and file access logs; and IT department records and audit data. <p>Despite submission of this request on [insert date], the County has either (a) failed to produce any responsive records, (b) failed to provide a written explanation for partial denial, or (c) exceeded a reasonable time for compliance</p>	Accept

26FC:0053	Lori White	Harrison County Sheriff and Harrison county attorney	Chapter 22	This complaint concerns the Harrison County Sheriff's Office's handling of a narrow Iowa Code Chapter 22 request for records related to a single 911 call placed on December 29, 2025. The request identified the call by date, time window, originating phone number, and location and sought the CAD record and 911 audio. Although the CAD was produced, the Sheriff's Office continues to withhold the audio based on generalized assertions of investigative status under Iowa Code §22.7(5) and escalating fee estimates untethered from actual work required. No case number, investigative file, or investigative activity has been identified. The County Attorney acknowledged that §22.7(5) is not categorical and waived legal review fees, confirming that legal review was discretionary rather than required. Despite this, release remains conditioned on additional fees. Chapter 22 permits only the actual cost of supervision reasonably required and no discretionary legal review or imposing cost barriers	Accept
26FC:0058	Laura Johnston	Story County Board of Health	Chapter 21	The agenda indicates a closed session with 3 separate agenda items. The BOH moved to go into closed session. When the BOH returned, they did not vote to close the closed session/resume an open meeting. The second closed session agenda item was "if requested." I was called to the table, asked if I wanted a closed session, I said no, indicating I would like an open session. Upon my response they moved onto the third closed session item while I was still asking for clarification as to how they can just skip an agenda topic. The if requested refers to the closed session, not the evaluation of the professional competency... Dr. Paschen talked over me as I asked for clarification. They immediately moved and seconded on the third closed session agenda item and adjourned the meeting while I was still asking for clarification. They BOH did not go back into closed session for the third agenda item under the closed session.	Accept
26FC:0065	Kari Friedmann	City of Sac City	Both	I have video evidence of the board of directors slandering me in a public meeting. The board then used a "litigation strategy" closed session on March 2nd, 2026-without my consent and without a public vote-to secretly decide to deny my payout and block me from the March 9th, 2026 agenda to cover up their misconduct. Dear Ms. Nege,	Accept
26FC:0066	Michael Dyer	Decatur city council	Both	Thank you for your guidance regarding the definition of a "meeting" under Iowa Code § 21.2(2). Pursuant to your request for information regarding jurisdictional violations, I am submitting evidence of an illegal "walking quorum" and electronic deliberation involving a super-majority of the Decatur City Council. As established in the attached exhibits E and E2, a deliberation occurred via a private text message thread titled "City council". This communication meets all the statutory criteria for a meeting that was not conducted in accordance with the Sunshine Law: Presence of a Majority (Quorum): The Decatur City Council consists of five members. The attached evidence confirms that all five members were participants in this specific electronic thread: Doug Keller: The recipient of the messages and whistleblower of these screenshots. Tyler Perry (TP): Active participant. Kim Devore (KD): Active participant. Richard Perry (RP): Active participant. Angela (Angi) Ker	Accept

26FC:0068	Nicholas Bargren	Iowa City Police Department	Chapter 22	Employees of the Iowa City Police Department will not release records with the names of the individuals that illegally entered my property when I called for service to report the incident . These individuals made threats and I am unable to submit a civil no contact order due to the stated reason of "they cannot provide that information.	Accept
26FC:0070	Henkel	Henry County supervisors@henrycounty iowa.us	Chapter 22	Lack of response and delays on requested information. Open records request was filed January 8, 2026. Per the county agenda as dated today 3-10-26 Henry County is now trying to pass a policy to effect and delay records request.	Accept
26FC:0071	Chelsea Plaster	Public works- Neighborhood services	Chapter 22	I requested body cam footage for a code enforcement action. The City provided 5 minutes, then claimed the remaining 35 minutes were 'accidentally erased' by the officer's personal device. I am requesting an investigation into the City of Davenport's record retention and FOIA compliance.	Accept
26FC:0072	Elaine Webb	City of Mitchellville	Chapter 21	Good afternoon, I'm reaching out to you because Mitchellville is in so much turmoil. Someone called a special meeting tonight knowing that the mayor and council woman Amber Turner will not be there tonight. We had three new council people on council and they are the three that called for the special meeting. So the meeting was supposed to be held tonight at 6 o'clock at the City Hall. Which was posted on time like it's supposed to, but then they changed where they're gonna have a special meeting to over to the community center at 6 o'clock. I have pictures stating and showing that there are no notices on the community center where this meeting is supposed to be held tonight. And it was after 622 pm when I took these pictures so it was after the 24 hours. They are violating the law on special meetings. Please find attached the pictures. Please advise	Accept
26FC:0073	Benjamin Ward	Fort Des Moines Correctional Facility / Iowa Department of Corrections (IDOC)	Chapter 22	<p>IOWA PUBLIC INFORMATION BOARD COMPLAINT</p> <p>COMPLAINANT: Benjamin Ward GOVERNMENT BODY: Fort Des Moines Correctional Facility / Iowa Department of Corrections (IDOC) DATE OF DENIAL: Ongoing (Non-Response / Constructive Denial)</p> <p>STATEMENT OF COMPLAINT: I am filing this formal complaint pursuant to Iowa Code Chapter 23 regarding the Fort Des Moines Correctional Facility's failure to acknowledge or respond to records requested under Iowa Code Chapter 22.</p> <p>1. Records Requested: Starting on February 12, 2026, and continuing through the present, I have filed multiple requests for: • Security camera footage (video and audio) from outside Officer Beau Murray's office, the Building 68 Library, and the Front Desk. • Facility communication logs, including emails and call logs between Officer Murray and "UCS" or other treatment providers regarding my person.</p> <p>2. Proper Invocation of Law and Failure to Respond: In each request, I properly and explicitly invoked the law by writing: "Pursua</p>	Accept

26FC:0076	Kaylene Jackson	Okoboji Community School District School Board	Chapter 21	<p>I respectfully request that the Iowa Public Information Board investigate whether:</p> <ul style="list-style-type: none"> A walking quorum or illegal serial meeting occurred. Deliberation or decision-making occurred outside a properly noticed meeting. Iowa Code §§21.2, 21.4, and 21.5 were violated. A final employment decision was made without an open session and roll call vote; The actions of individual board members exceeded lawful authority under Chapter 21. Coach Perrin devoted fifteen years of service to this district without incident. The manner and speed with which this was handled, and the absence of transparency, raise serious concerns about compliance with Iowa's Open Meetings Law. I have serious concerns about the school board president and also the precedent that is set for teachers and coaches that a school board can make these decisions while ignoring school policy and the Iowa law. Does Coach Perrin get paid out for his remaining contract through August 2026 or he has no protection at all in matter like 	Accept
26FC:0080	Tanner Mikel	City of Clive	Chapter 22	<p>I submitted multiple Iowa Code Chapter 22 requests seeking: (1) any written policy/SOP/guidance governing the official Clive PD Facebook page, and (2) any written policy, retention schedule, or guidance relied upon to require a City-authored Facebook post to remain publicly accessible rather than retained internally. The City produced various materials and offered different rationales, but did not identify a specific written policy responsive to those requests. In response to my final narrow request, Chief Rehberg stated that, after a reasonable search, the City did not locate any additional non-privileged written policies, SOPs, directives, memoranda, or guidance beyond what had already been produced. I am filing this complaint because the City has still not produced or identified the requested written policy/SOP, or clearly confirmed that no such responsive written policy exists.</p>	Accept
26FC:0082	Chris Baldus	City of Clinton	Chapter 22	<p>Under Iowa Code 22.1(11)(a)(5), I requested on behalf of the Clinton Herald the reasons and rationale for the Council's request for City Administrator Matt Brooke's resignation on Friday, March 13, 2026. The city has denied this request citing that providing the Resignation and Release agreement approved by Brooke and the City Council and his resignation letter that our request for reasons and rationale has been fulfilled. Neither document provides reasons and rationale but instead states the city and Brooke will not make public statements concerning the matter, "except as mutually agreed between Brooke and the City, and the parties shall treat the matter as confidential, except as otherwise required under Iowa Code Chapter 22. The City will not take any action or make any statement inconsistent with Brooke having voluntarily resigned. If requested, the City shall state that Brooke resigned and shall provide only dates of employment ..." This does not fulfill the FOIA request.</p>	Accept
26FC:0089	Gabe Schaapveld	Johnson County Board of Supervisors	Open Meetings Law	<p>Johnson County Supervisor V Fixmer-Oraiz emailed the Clear Creek Amana school board on March 18th, 2026 regarding the proposed 28E agreement to form a school resource officer between the Johnson County Sheriff's Office / City of Tiffin and CCA Schools. This email contained language quotes as follows: "our recent Board of Supervisors meeting resulted in us not moving forward with the SRO contract, I do want to make myself available to you all for further conversations". The formal meeting of the board of supervisors was not until the following day, March 19,2026. This meeting did occur where the official discussion and vote took place, with the proposal failing in a 4-1 vote. Emailing the CCA school board a day in advance of the vote that a decision was made would indicate that discussion and decisions were made outside of the open meetings scope. A copy of the correspondence is available to be shared to the respective party who may want it.</p>	Accept

26FC:0090	Dan Lett	Delaware County Conference Board- Delaware County Board of Supervisors Delaware County Auditor/HR Director-Carla Becker Mike Galloway-Delaware County HR Attorney	Both	Requested a copy of what the three Board member (Per Code of Of Iowa - the Conference Board doe not have a 3 person Executive Board) were told and had in writing. Gave a FOIA request in writing to Carla Becker and Jeff Madlom on 1/26/2026. I still haven't received anything. I have a copy of the email and request.	Accept
26FC:0090-02	Dan Lett	Delaware County Conference Board- Delaware County Board of Supervisors Delaware County Auditor/HR Director-Carla Becker Mike Galloway-Attorney for Delaware County HR,	Both	I was asked by Chairperson of Board of Supervisors, to meet on 1/26 (asked on 1/22). I thought it was to go over the budget hearing packet (since our Assessor meeting was 1/27. When I arrived the HR Director (Carla Becker, Delaware County Auditor) was there, a sign on the door said do not disturb, and one representative for each entity of the Conference Board. Asked Jeff if we were going over the budget. Nope, it said it was a review of my performance (I have been reviewed in 9 years). Jeff started reading a prepared statement from the HR Attorney (Mike Galloway). I told Jeff and the member I wasn't going to talk about anything since I got blindsided. I left the room and took the rest off the day off. I asked for a copy of the prepared statement that Jeff was reading . I was assured that I would get a copy. After returning the next day, I received and email from Carla Becker saying the Attorney said I wouldn't get a copy since it was attorney-client privilege.	Accept
26FC:0091	Gustoff Carlson	Marshalltown Police Department and the Marshall County Communications Commission	Chapter 22	Dear Iowa Public Information Board, I am submitting a supplemental filing to my previously submitted complaint regarding public records requests involving the Marshalltown Police Department and the Marshall County Communications Commission. This supplement provides additional clarification based on subsequent agency correspondence, including confirmation of custodianship, clarification of the record systems involved, and additional evidence relevant to the issues raised in the original complaint. This submission is intended to supplement, and not replace, my original complaint. Please find attached: Supplemental Complaint Exhibit A (supporting correspondences) Please let me know if any additional information is needed. Sincerely, Gustaf Carlson	Accept
26FC:0094	Daniella Jensen	City of Mitchellville	Chapter 22	I have not received the records requests that I put in on for 03/11/2026. I put in 2 separate requests and none of them have been fulfilled.	Accept

Re: FOIA

1 message

Richard Ulrich Francis <rurich493@gmail.com>
To: "Flege, Charissa" <charissa.flege@iowa.gov>

Wed, Apr 8, 2026 at 11:26 AM

yes I only filed the one

Richard C Ulrich (Francis)
(515) 571-0013

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On Wed, Apr 8, 2026 at 10:06 AM Flege, Charissa <charissa.flege@iowa.gov> wrote:

The case number I have for your Webster County Sheriff complaint is 26FC:0029. I just want to confirm that is the one you want closed.

Charissa Flege

On Wed, Apr 8, 2026 at 9:56 AM Richard Ulrich Francis <rurich493@gmail.com> wrote:

Close out all complaints against Webster County
I sent them a New more word specific FOIA request

We will see if that works better.. Than this request
I hand-delivered and video recorded giving it to County Attorney In addition to them viewing my public page which we have as evidence.

I will refile if county attorney Daren does not comply
This complaint was in reference to Webster County sheriff concerns with Joshua and others

Sent from Gmail Mobile

On Wed, Apr 8, 2026 at 9:47 AM Flege, Charissa <charissa.flege@iowa.gov> wrote:

Mr. Francis,

It appears this is related to a separate records request that is not pending in a complaint before IPIB. If it is related to a pending complaint, can you clarify which complaint you would like this attached to?

Sincerely,

Charissa Flege

Re: Accepting Complaint for Investigation - Case # 26FC:0042

1 message

Lori Daughenbaugh <lorisllc2022@outlook.com>

Fri, Apr 3, 2026 at 9:32 PM

To: "Flege, Charissa" <charissa.flege@iowa.gov>, Cameron Wright <cwright@eastpolklaw.com>

Cc: Tami Curry <city-clerk@runnellsia.com>, Geri Huser <ghuser@eastpolklaw.com>, Nissa Maddalone <nmaddalone@eastpolklaw.com>

Charissa,

I accept the offer made by the city council and you can close the complaint.

Thank you,

Lori

Sent from my Verizon, Samsung Galaxy smartphone

Get [Outlook for Android](#)

From: Flege, Charissa <charissa.flege@iowa.gov>**Sent:** Friday, April 3, 2026 5:10:03 PM**To:** Cameron Wright <cwright@eastpolklaw.com>**Cc:** Tami Curry <city-clerk@runnellsia.com>; Lori Daughenbaugh <lorisllc2022@outlook.com>; Geri Huser <ghuser@eastpolklaw.com>; Nissa Maddalone <nmaddalone@eastpolklaw.com>**Subject:** Re: Accepting Complaint for Investigation - Case # 26FC:0042

Mr. Wright,

IPIB has no problem with this resolution. In order to close the complaint, I will need Ms. Daughenbaugh to confirm she would wish to withdraw the complaint.

Sincerely,

Charissa Flege

On Thu, Apr 2, 2026 at 2:01 PM Cameron Wright <cwright@eastpolklaw.com> wrote:

Charissa,

The City Council took action last night to approve an offer of settlement to Ms. Daughenbaugh. The City Council determined that the City previously misinterpreted the City's open records policy in requesting the \$88 amount from Ms. Daughenbaugh for the records, and have determined that a review and clarification of the policy is necessary.

Receipt of New IPiB Complaint (26FC:0083)

Kaleb [REDACTED]
To: "Lee, Alexander" <alexander.lee@iowa.gov>

Wed, Apr 1, 2026 at 1:57 PM

I stated a third of my case, if you choose not to listen thats fine. It seems to be above the pay grade of the average linear thinker. Lose the E-mail. You had your chance.

On Wed, Apr 1, 2026, 1:53 PM Lee, Alexander <alexander.lee@iowa.gov> wrote:

For clarity, IPiB jurisdiction under Chapter 23 is strictly limited to open meetings requirements under Chapter 21 and public records law under Chapter 22. [Iowa Code § 23.6\(4\)](#). These rules you're citing are based on other areas of state and federal law, rather than Chapter 22.

Best,



Alexander Lee, JD

Agency Counsel
Iowa Public Information Board (IPiB)
510 E 12th Street
Jessie M. Parker Building, East
Des Moines, Iowa 50319
(515) 401-4461
alexander.lee@iowa.gov
www.ipib.iowa.gov

On Wed, Apr 1, 2026 at 1:44 PM Kaleb [REDACTED] wrote:

I already BCC one trusted third party. Nothing i do is on my own.

On Wed, Apr 1, 2026, 1:44 PM Kaleb [REDACTED] wrote:

Its based in state law as well. You dont read. Hipaa. Information Blocking. Iowa code. Etc. Its not that hard dude.



Lee, Alexander <alexander.lee@iowa.gov>

Status Check (25FC:0198)

OpenRec <openrec2025@gmail.com>

Wed, Mar 25, 2026 at 7:48 AM

To: "Lee, Alexander" <alexander.lee@iowa.gov>

Hello Mr. Lee,

Thank you for following up.

I confirm that I have received the requested records from IWCC and I consider this matter resolved. I do not have any remaining concerns at this time.

I also want to thank you for your assistance throughout this process. Your guidance and facilitation were very helpful in reaching a resolution.

Regards

2026 FOIA for Manson

1 message

Richard Ulrich Francis <rurich493@gmail.com>

Wed, Apr 1, 2026 at 11:46 PM

To: Jessica Hammen <jhammenmpd@gmail.com>

Cc: "Flege, Charissa" <charissa.flege@iowa.gov>, priley@calhouncounty.iowa.gov, "KCCI.COM NEWS" <news@kcci.com>, Abc13 News <news@abc13.com>, Natasha Anne Gray <sevenlove1977@gmail.com>, "AG Webteam [AG]" <webteam@ag.iowa.gov>

To Whom It May Concern,

I have decided to close the IPIB complaint filed against the City of Manson for 2025.

Please find below a new and updated FOIA request, which includes the relevant codes and laws for your reference Jessica and Dave. In addition to this email, both Jessica and Dave will receive certified copies of this request.

should you fail to comply we will move forward with a New IPIB Complaint or possible Legal action as allowed under Iowa chapter 22 Law.

Regards,

Richard Ulrich Francis

Richard C Ulrich (Francis)**(515) 571-0013**

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 **2026 MANSON FOIA.pdf**
120K



Miller, Charlotte <charlotte.miller@iowa.gov>

New Formal Complaint 26FC:0062

Jonathan Uhl <uhl.jonathan@yahoo.com>

Fri, Mar 27, 2026 at 9:10 AM

To: "Miller, Charlotte" <charlotte.miller@iowa.gov>

Cc: Todd McGreevy <todd@rcreader.com>, Matthew Christensen <matthew.christensen@kwqc.com>, Linda Cook <lcook@whbf.com>, "cyle.dickens@kwqc.com" <cyle.dickens@kwqc.com>, Sarah Watson <swatson@qctimes.com>, Randy Evans <iowafoicouncil@gmail.com>, Gary Mohr <gary.mohr@legis.iowa.gov>, "Thomson Charley [LEGIS]" <charley.thomson@legis.iowa.gov>, "Brooke [LEGIS] Boden" <brooke.boden@legis.iowa.gov>, "Webster Scott [LEGIS]" <scott.webster@legis.iowa.gov>

Mrs Miller,

I wanted to follow up in regards to the recent complaint FC62.

I will be taking legal action through the courts on this matter. I wanted to notify you so that IPIB can allocate its valuable time.

Thank you once again,

Jon Uhl

[Sent from Yahoo Mail for iPhone](#)

[Quoted text hidden]

Re: Notice of IPIB Consideration of Case# 25FC:0134 on February 19, 2026

1 message

Richard Ulrich Francis <rurich493@gmail.com>
To: "Flege, Charissa" <charissa.flege@iowa.gov>

Thu, Apr 9, 2026 at 11:21 AM

Yes

Sent from Gmail Mobile

On Thu, Apr 9, 2026 at 11:14 AM Flege, Charissa <charissa.flege@iowa.gov> wrote:

Mr. Francis,

Are you willing to withdraw complaint 25FC:0134 now that the contested recording has been produced?

Sincerely,

Charissa Flege

----- Forwarded message -----

From: **Dennis Quinn** <dquinn@fortdodgeiowa.org>

Date: Wed, Apr 8, 2026 at 5:10 PM

Subject: RE: Notice of IPIB Consideration of Case# 25FC:0134 on February 19, 2026

To: Flege, Charissa <charissa.flege@iowa.gov>

Cc: David Fierke <dfierke@fortdodgeiowa.org>, darren.driscoll@webstercountya.org <darren.driscoll@webstercountya.org>, Amanda Holmes <aholmes@fortdodgeiowa.org>

Charissa,

The recording has been produced.

Thank you for all of your help during this review process.



Lee, Alexander <alexander.lee@iowa.gov>

Recommended Dismissal of IPIB Complaint (26FC:0069)

Angela Newcomb <angelafnewcomb@gmail.com>
To: "Lee, Alexander" <alexander.lee@iowa.gov>
Cc: newcombquote@gmail.com, Charlotte Miller <charlotte.miller@iowa.gov>

Thu, Apr 9, 2026 at 3:49 AM

Dear Mr. Lee and Ms. Miller,

Thank you for your review of complaint 26FC:0069 and the attached draft Dismissal Order.

We agree with the Board's assessment that the IPIB lacks the statutory jurisdiction to enforce litigation holds, rule on the active spoliation of educational records, or provide adequate legal relief for these specific violations.

Because an administrative agency cannot address the willful destruction of evidence or the underlying civil rights issues, we have escalated this matter to a civil lawsuit in District Court (Case No. CVCV109979). The Court possesses the proper jurisdiction to handle the spoliation of evidence and the federal claims.

We formally withdraw this IPIB complaint and ask that you close the file. There is no need for the Board to review this at the April 16th meeting.

Sincerely,

Angela and Lyle Newcomb

[Quoted text hidden]

Iowa Public Information Board Policy

Subject:	Records Retention
Applicable Law:	Iowa Code Chapter 305
Date Approved:	October 17, 2024
Date Reviewed:	October 17, 2024

Purpose: Iowa Code Chapter 305.10 outlines the responsibilities of each agency head to maintain records and cooperate with the state records commission and state archives in the development and implementation of government information policies, standards, and guidelines, and in the development and implementation of records series retention and disposition schedules. This **Records Retention** policy is developed to comply with Iowa Code Chapter 305.

Definitions:

“Creation” means when a record is first received or recorded.

“Record” means a document, book, paper, electronic record, photograph, sound recording, or other material, regardless of physical form or characteristics, made, produced, executed, or received pursuant to law in connection with the transaction of official business of state government. “Record” does not include library and museum material made or acquired and preserved solely for reference or exhibition purposes or stocks of publications and unprocessed forms.”

Policy:

General Records Retention Schedule: The Iowa Public Information Board will adopt and utilize the [General Records Retention Schedule](#) developed by the State Archives and Records Program. A summary of the General Records Retention Schedule as it applies to the Iowa Public Information is attached as Exhibit 1 to this policy.

Retention: The Iowa Public Information Board will retain and dispose of records based on the schedule established by the General Records Retention Schedule.

Disposition: Once the required retention is reached, as established by the General Records Retention Schedule, and there are no legal holds or open public records requests to which records are relevant, the agency shall dispose of records pursuant to the General Records Retention Schedule.

Disposition Requirements: The General Records Retention Schedule mandates whether a records will be destroyed, retained, or permanently preserved with the State Archivist.

Recordkeeping: The Iowa Public Information Board will document the disposition of each record. The documentation of disposition will include the records series name, records date ranges, date upon which those records, and the manner in which the records were disposed.

Destruction of Records: For any records that are destroyed, the Iowa Public Information Board will destroy the records using secured shredding or other method of secure destruction. The Department of

Administrative Services Procurement Division maintains master state contracts for records destruction contracts and should be consulted when seeking destruction services.

Destruction of Digital Records: In the case of digital records, the Iowa Public Information Board will work with the State's information technology staff or the Office of Chief Information Officer to identify and use appropriate digital data destruction technology.

Policy Review: This policy will be reviewed annually by the Iowa Public Information Board to determine whether changes to this policy should be adopted.

IOWA PUBLIC INFORMATION BOARD - SUMMARY OF GENERAL RECORDS RETENTION SCHEDULE - EXHIBIT 1

<u>Specific Record</u>	<u>Record series description</u>	<u>Record series cutoff</u>	<u>Retention on agency premises</u>	<u>Total Retention</u>	<u>Final Disposition Remarks</u>
Board minutes, committee minutes, policies and procedures, executive correspondence - retain for 5 years past end of fiscal year during which records were created. Includes videos of minutes. Then send to archive.	Records documenting policy discussions, decisions and implementation, including, but not limited to: Executive correspondence; Commission/council minutes; Departmental policies and procedures; Agency program or subject files relating to planning and programming development; Systems analysis, surveys, studies and proposals; Emergency plans.	End of State fiscal year during which records are created.	Retain in office at least 5 years past end of State fiscal year during which records are created.	Offer to State Archivist for permanent preservation (see State Archivist criteria).	
Reports - retain for 5 years past end of fiscal year during which records were created. Then send to archive.	Reports created by State agencies concerning agency official program activities, including but not limited to: annual and biennial reports of agency activities; reports created within agency for program purposes.	End of State fiscal year to which records pertain.	Retain on agency premises 5 years past end of State fiscal year to which records pertain.	Retain on agency premises 5 years past end of State fiscal year to which records pertain. After in agency retention period has lapsed official publications to be offered to State Library for Iowa Publications Online and may be offered to State Archivist .	After in agency retention period has lapsed official publications to be offered to State Library for Iowa Publications Online and may be offered to State Archivist for permanent preservation (see State Archivist criteria).

Presentations - through end of state fiscal year that the presentation is current. Then send to archive.	Records of matter created by agencies for use in disseminating information to the public concerning agency official functions, including but not limited to: Presentations; Addresses and speeches; Publications; Press releases; Contests and awards; Websites; Social media.	End of State fiscal year during which documented actions are completed.	Retain while current past end of State fiscal year during which documented actions are completed. After in agency retention period has lapsed, official publications to be offered to State Library for Iowa Publications Online and may be offered to State Archivist for permanent preservation (see State Archivist criteria.)	Retain while current past end of State fiscal year during which documented actions are completed. After in agency retention period has lapsed, official publications to be offered to State Library for Iowa Publications Online and may be offered to State Archivist for permanent preservation (see State Archivist criteria.)	
Basic communications, including complaints - 6 months. Then destroy.	Including but not limited to complaints, criticisms, requests, letters of appreciation that are not otherwise filed in subject or <i>issue related records</i>	Resolution of cited matter or receipt of correspondence if no action is required.	Retain 6 months past resolution of cited matter or 6 months past receipt of correspondence if no action is required.	Retain 6 months past resolution of cited matter or 6 months past receipt of correspondence if no action is required.	Destroy
Records requests - retain for 3 years past end of fiscal year during which records were created. Then destroy.	This record series includes those records received, created or maintained in responding to open records requests, including original request and related correspondance. It is to be emphasized, nevertheless, that the original records requested are not included in this description. Disposition of original records that are subject to an open records request is governed by the retention period applicable to the records series in which the original records are filed.	End of State fiscal year in which an open records act request was completed.	Cutoff plus 3 years	Cutoff plus 3 years	Destroy

Items with little value -
destroy when no longer
needed.

Transitory records are
recs.,irrespective of
format,that facilitate the
conduct of governmental
actions on a temporary
basis,that have only short term
interest or usage,and that have
no or little value in conducting
state business. Ex. of transitory
recs. include but are not
limited to:1.communications
related to routine and publicly
available info. that requires no
admin. action, no policy
decision and no special
compilation or research for
reply. (For
ex.,reports,publications,brochu
res,etc.) This does not include
open recs. requests under
Iowa Code Ch. 22.
2.Transmittal or routing recs.
that accompany an
email,facsimile or other
rec.,such as a cover sheet,that
do not add any substantive
info. to the transmitted rec.
3.Internal notices of fire
drills,retirements,IT help desk
reminders,communications to

When no longer
needed for
reference.

Until no longer needed.
Transitory records may be
destroyed when they are no
longer needed for reference
as long as they are not the
subject of a pending public
records request or an
existing retention schedule
that requires a longer
retention period.

Until no longer needed.
Transitory records may be
destroyed when they are
no longer needed for
reference as long as they
are not the subject of a
pending public records
request or an existing
retention schedule that
requires a longer
retention period.

Destroy

Records from meetings other than minutes - retain for 2 years past end of fiscal year during which records were created. Then destroy.	Records, other than official minutes, of public meetings, including, but not limited to: correspondence, memos, notices and related material; general correspondence, newspapers, public comments.	End of State fiscal year during which the meeting occurred.	Retain 2 years past end of State fiscal year during which the meeting occurred.	Retain 2 years past end of State fiscal year during which the meeting occurred.	Destroy
Budget materials - retain for 4 years past end of fiscal year during which records were created. Then destroy.	Budget formulation records including, but not limited to: Budget notes; Calculations; Statistics; Background; Minutes of departmental budget hearings; Supplemental budget manual; Capital appropriation request ; Budget details; Related supportive documentation.	End of State fiscal year to which budget applies.	Retain 4 years past end of State fiscal year to which budget applies.	Retain 4 years past end of State fiscal year to which budget applies.	
Purchases and banking information - retain for 3 years past end of fiscal year during which records were created. Then destroy.	Transactional expenditure source records and control records including, but not limited to: Purchase orders; Requisitions; Claims; Bank accounts; Travel expenditures; Registers; Logs; Listings; Related correspondence.	End of State fiscal year during which transactions are completed.	Retain 3 years past end of State fiscal year during which transactions are completed.	Retain 3 years past end of State fiscal year during which transactions are completed.	Destroy

Vendor and service provider information - retain until no longer needed and then destroy.	Information concerning available products, services, vendors and service providers for potential acquisition by the State, including, but not limited to: Vendor lists; Contact information; Catalogs and brochures. This record series is comprised entirely of reference matter. Records of transactions with vendors and service providers are addressed as contracts, accounts payable records, correspondence, etc.	When no longer needed	Retain until no longer needed then destroy.	Retain until no longer needed then destroy.
Equipment records - retain for 1 year past retirement of equipment. Then destroy.	Records documenting ownership, use, maintenance and disposition of State owned or leased equipment, including, but not limited to: Inventory equipment owned, leased or on loan by or to a state agency; Transfers, auctions, disposal records of surplus equipment; Operation records; Maintenance and repair records; Requests for equipment; Equipment assignments	End of State fiscal year during which equipment is retired from use	Retain until equipment is retired from use plus 1 year past end of State fiscal year.	Retain until equipment is retired from use plus 1 year past end of State fiscal year.

<p>State legislature communications - retain for 2 years past end of the legislative session. Then destroy.</p>	<p>All plans, reports, recommendations, working files on the following but not limited to. Correspondence, reports, other information submitted to or received from members of the state or federal legislature; At the state level, see separate schedule for proposed changes to the Iowa Administrative Code.</p>	<p>Close of legislative session</p>	<p>Retain Until: Close of the legislative session; Plus 2 years; then destroy.</p>	<p>Retain Until: Close of the legislative session; Plus 2 years; then destroy.</p>	
<p>Rules materials - retain for 5 years past end of fiscal year during which records were created. Then destroy.</p>	<p>All plans, reports, recommendations, working files on the following but not limited to. Proposed rules, research, drafts, comments and final copies of rules as prepared and submitted by state agencies.</p>	<p>When effective or no longer current</p>	<p>Retain Until: Effective or no longer current; Plus 5 years; then destroy.</p>	<p>Retain Until: Effective or no longer current; Plus 5 years; then destroy.</p>	<p>Destroy</p>

Litigation - retain for 5 years past end of fiscal year during which records were created. Then destroy.

Civil, Criminal and Claims Court Closure Case Files Legal TBD All case files on the following but not limited to. General litigation including investigations, original notices, pleadings, petitions, briefs, and all related information concerning the lawsuits; Non-Litigation case files, approved general claims, disapproved general claims; Civil Rights case files; Criminal case files; Civil case files including writs of certiorari, cases on appeals to courts, filings including petitions, stipulations, orders, and returns to order to show cause, briefs and other legal actions.

Retain Until: Closure; Plus 5 years; then destroy.

Retain Until: Closure; Plus 5 years; then destroy.

Administrative hearings and orders.

All case files on the following but not limited to. Petitions for hearing, tapes and transcripts of hearings, and related documentation and evidence (Calendar Year); Decisions records by hearing officers (Fiscal Year); Appeals case files and tapes of hearings officer including decisions appealed (Fiscal Year); Administrative Appeals Case Files including exhibits, documentation, and related materials concerning agency programs and affirmative actions taken by state or local agency bodies (Calendar Year); Administrative Appeals Hearings - Audio and/or Video recordings (Fiscal Year); Original consumer complaint files including complaints, correspondence and final disposition (Calendar Year); Administrative Enforcement Cases without an Appeal, including administrative orders and other related materials.

Closure plus end of year indicated in description;

Retain Until: Closure plus end of year indicated in description; plus 5 years; then destroy.

Retain Until: Closure plus end of year indicated in description; plus 5 years; then destroy.

Not sure if we have appointment files.

Appointment file copies held by agencies.

End of appointee term of service or when no longer needed.

Retain Until: End of appointee term of service; Retain until no longer needed; then destroy.

Retain Until: End of appointee term of service; Retain until no longer needed; then destroy.

Transfer to state archive records - retain for 5 years past end of fiscal year during which records were created. Then destroy.	Records documenting transfers of inactive records from State agencies to the records center or to the State Archivist, and also performance of scheduled agency records destruction.	End of State fiscal year during which documented record actions are performed.	Retain 5 years past end of State fiscal year during which documented record actions are performed.	Retain 5 years past end of State fiscal year during which documented record actions are performed.
Employee personnel files - retain for 5 years past termination of employment. Then destroy.	All employee personnel files (merit, non-merit, contract, non-contract) staff held at the hiring agency including: Signed PDQs, Personal Performance Plan, Training Files, Grievances, Investigations, Unemployment Compensation, Disciplinary Actions, Appeals, Workers Compensation Files & Reports, etc.	Termination of Employment	Retain Until: Termination of Employment; Plus: 5 years; Then Destroy	Retain Until: Termination of Employment; Plus: 5 years; Then Destroy

Broader employee personnel matters - retain until no longer current. Then destroy.

All employee personnel files as well as reports, plans, agreements and working files including but not limited to the following: Direct deposit agreements for automatic deposit after termination of employment; Worker's compensation reports including but not limited to first report of injury, supplemental reports of injury, etc after termination of employment; Working files of individual employee garnishment records on each employee who has garnished wages during each pay period; Payroll Trustee reports including detail of deductions from employee's pay (e.g. insurance bonds, charitable giving campaigns, retirement, deferred compensation, etc); Orientation programs including presentations, outlines, employee manuals, handbooks, schedules, activities, and related materials concerning new employee

When no longer current

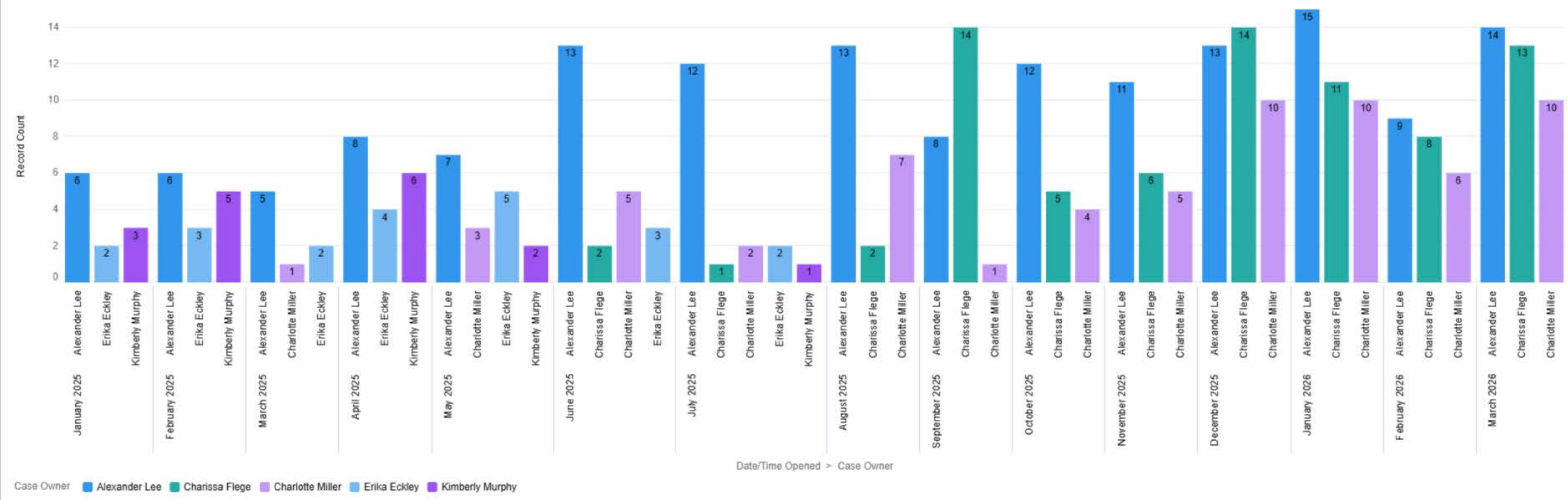
Retain Until: No longer current; Then Destroy

Retain Until: No longer current; Then Destroy

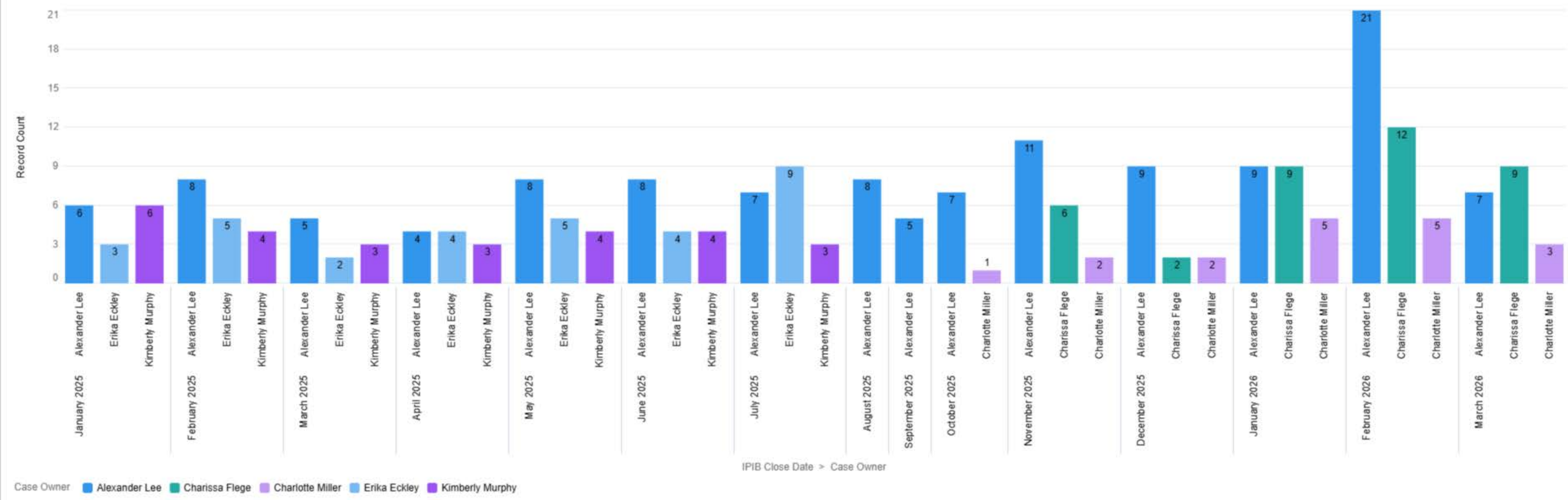
<p>Middle of the road employee personnel matters - retain for 3 years past end of fiscal year during which records were created. Then destroy.</p>	<p>All plans, reports, working files on the following but not limited to: • Employee attendance records: vacation leave, sick leave, leave without pay, educational leave, military leave, FMLA, etc. • Wage and hour records: hours worked, overtime worked, all time sheets, time cards, etc. Tables of authorized positions: Departmental report showing by class and position the number, the name and title of all employees, salary range, the present step, and all other related information; Payroll journals: by department, showing individual earnings, deductions, and net pay, and any departmental summaries; Retirement (FICA/IPERS) Report - Under \$300: Listings of all employees subject to IPERS with earnings less than \$300 during the quarter.</p>	<p>End of State fiscal year</p>	<p>Retain Until: Close of the fiscal year; Plus 3 years; Then Destroy</p>	<p>Retain Until: Close of the fiscal year; Plus 3 years; Then Destroy</p>
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Position classification materials - retain until superseded. Then destroy.	All plans, reports, working files on the following but not limited to: Request to Delete, Establish, Relocate or Transfer Authorized Positions. Position Description Questionnaires (M-2's); Audit Reports, Position Classification Standards & Specifications; State Pay Plans for Merit System Covered Positions; Executive Council Exempt Positions Pay Plans.	When superseded	Retain Until: Superseded; Then Destroy	Retain Until: Superseded; Then Destroy
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Case Opening Timeline (IPIB Version) 🔍 🗄️



Case Closure Timeline (IPIB Version) 🔍 🗄️



Board Dashboard

Dashboard for Board Meetings

As of Apr 8, 2026, 6:58 PM · Viewing as Charlotte Miller

Active Cases Report

134

[View Report \(Active Case\)](#) As of Apr 8, 2026, 6:58 PM

Active Questions

4

[View Report](#) As of Apr 8, 2026, 6:58 PM

Active AO Rejections

8

[View Report](#) As of Apr 8, 2026, 6:58 PM

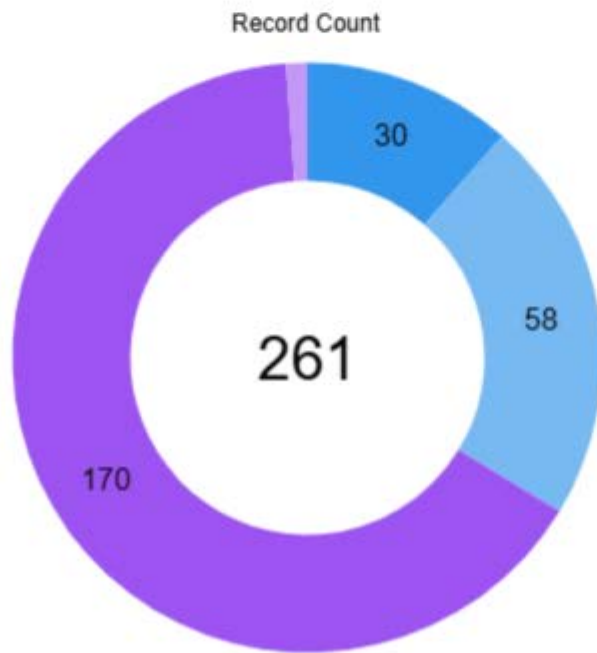
New complaints &/or question last 30 day



[View Report \(New complaints &/or question\)](#)

As of Apr 8, 2026, 6:58 PM

Broad Type (Filed in Current Year)



Complaint Type

Both

Chapter 21

Chapter 22

Other

[View Report \(Broad Type \(Cases Filed in Current Year\)\)](#)

As of Apr 8, 2026, 6:58 PM

Department 592
Iowa Public Information Board

To: Charlotte Miller
 cc: Mirela Jusic, Jennifer Caldwell

From: Marty Musser

Date: April 7, 2026

Re: **FY 2026 FINANCIAL ANALYSIS**
Period 9 - March 2026

Unit	Current Cash Balance	Projected FYE Cash Balance	CB - Iowa Advantage	Difference
0P22 - General Fund	198,772.82	38,529.70		
P22T - Training and Technology	0.00	0.00		
Totals	\$ 198,772.82	\$ 38,529.70	\$ 198,772.82	\$ (0.00)

Areas to Monitor:

RED:

YELLOW:

GREEN:

Outstanding issues that may affect the financial statements

Questions and review of financials:

Accounting conventions:

Financial statements that have been prepared are on Cash basis.
 For Fiscal 2026, September and March are "3 Payroll" months.
 Budget or forecast updates will be discussed during the monthly financial review meetings and will be included in the next months financials.

Obj/Rev Class	Obj/Rev Class Name	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	HO13	HO14	HO15	YTD	End of Year Forecast	Annual Budget	Percent of Budget	Percent of Budget		
		Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Actual	(C=A+B)	(D)	To Date	Forecasted EOY	
Appropriation		467,227																			467,227		
Revenue Collected																							
401	Fees	-	-	-	45	-	-	71	-	-	-	-	-	-	-	-	116	116	-	0%	0%		
Total Revenue Collected:		-	-	-	45	-	-	71	-	-	-	-	-	-	-	-	116	116	467,227	0%	0%		
Expenditures																							
101	Personal Services	15,883	19,083	25,865	23,061	26,676	26,578	26,569	26,710	41,892	24,185	27,967	27,967	13,059	-	-	232,317	325,495	329,979	70%	99%		
202	In State Travel	186	-	17	122	91	67	273	170	146	247	675	650	357	-	-	1,072	3,001	3,487	31%	86%		
301	Office Supplies	-	33	240	-	273	360	120	435	1,599	(675)	150	120	150	-	-	3,060	2,805	2,000	153%	140%		
309	Printing & Binding	-	-	-	-	-	-	-	1	-	-	-	-	-	-	-	1	1	100	1%	1%		
313	Postage	-	14	-	6	3	10	3	7	12	4	4	8	1	-	-	56	73	75	74%	97%		
401	Communications	-	-	115	-	489	-	308	154	154	154	154	154	154	-	-	1,220	1,836	2,240	54%	82%		
406	Outside Services	-	-	-	-	-	-	-	-	-	8,400	8,400	8,400	25,200	-	-	-	50,400	100,800	0%	50%		
414	Reimbursements To Other Agency	-	2,150	2,551	2,986	2,013	1,875	2,045	2,022	2,435	2,490	1,992	2,177	2,457	-	-	18,076	27,193	17,734	102%	153%		
416	ITD Reimbursements	-	2,247	2,410	(78)	10,850	(5,736)	343	1,269	343	344	1,270	344	-	-	-	11,647	13,949	7,371	158%	189%		
418	IT Outside Services	-	-	154	77	154	154	154	175	154	154	154	154	154	-	-	1,021	1,637	2,341	44%	70%		
434	Gov Transfer Other Agencies	-	-	-	-	-	-	99	-	-	-	-	-	-	-	-	99	99	-	0%	0%		
510	IT Equipment & Software	-	-	-	-	-	-	-	-	-	1,500	-	-	-	-	-	1,500	1,500	-	0%	0%		
701	Licenses	-	-	-	-	-	-	-	-	-	825	-	-	-	-	-	825	825	1,100	0%	75%		
Total Expenditures:		16,069	23,527	31,352	26,173	40,550	23,308	29,914	30,943	46,734	37,629	40,766	39,973	41,876	-	-	268,570	428,814	467,227	57%	92%		
Current Month Operations		451,158	(23,527)	(31,352)	(26,173)	(40,550)	(23,308)	(29,914)	(30,943)	(46,734)	(37,629)	(40,766)	(39,973)	(41,876)	-	-							
Cash Balance		451,158	427,631	396,279	370,151	329,601	306,293	276,450	245,507	198,773	161,144	120,379	80,406	38,530	38,530	38,530							

Footnotes:
 Unit should be managed to \$0 at year end.

Revenues
 401 - Charged fees for large records requests.

Expenditures
 101 - Months of September and March have 3 payroll warrants written.
 202 - Costs include monthly board member cost traveling for meetings, misc training costs, and car rentals for staff to travel to training.
 301 - Costs include West Publishing Corporation for \$120/month, Ricoh Quarterly billings estimated at \$30/month and misc office supplies. March included copy machine toner and supplies from Staples and annual law licenses that will be move to 701 in April.
 309 - February is for share of 1099/W2 printing costs.
 313 - Costs include postage charges.
 401 - Verizon cell phone expenses.
 406 - Forecast is for hiring of contractor to implement mandatory training per approp language and/or to help with backlog. Will update when we get more details.
 414 - Monthly costs are located on eDAS tab - approx. \$2,200 including Finance support costs which will vary each month.
 416 - Monthly costs are located on eDAS tab - approx. \$350 and can vary each month depending on usage for storage. February and May includes quarterly OCIO charges of \$926.
 418 - Insight bill for current employees.
 434 - January is second quarter payment to for services provided by the Administrative Hearing Division.
 510 - April is Laptop for Jayde.
 701 - April is for annual law license renewal of \$275 per employee.

FTE's:

Name/Employee Number	WD EI	Job Class	Budgeted	Filled	Original Budget \$	Updated Budget
Charlotte Miller 80071	115682	09617 - Executive Director	1.0	1.0		
Charissa Flege 105703	115690	90644 - Attorney II	1.0	1.0		
Alexander Lee 102526	115691	90643 - Attorney I	1.0	1.0		
Jayde Hilton 95304	151623	70006 - Temporary Worker	0.0	0.2		
<i>E.J. Giovannetti - Urbandale</i> N/A	115683	14000 - Board Member - Public Rep.				
<i>Joel McCrea, Pleasant Hill</i> N/A	115684	14000 - Board Member - Media Rep.				
<i>Jackie Schmillen, Urbandale</i> N/A	115685	14000 - Board Member - Media Rep.				
<i>Luke Martz(per diem), Ames</i> 94509	115686	14000 - Board Member - Public Rep.				
<i>Joan Corbin(mileage), Pella</i> 81714	115687	14000 - Board Member - Government Rep.				\$ 54
<i>Monica McHugh, Zwingle</i> 75146	115688	14000 - Board Member - Public Rep.				
<i>Barry Lindahl, Dubuque</i> 83315	115689	14000 - Board Member - Government Rep.				
<i>Vacant</i>	141688	14000 - Board Member				
Total Funded Positions			3.00			
Total Filled Positions				3.20		

Fund: 0001 General Fund
 Unit: P22T
 Sub Unit: Blank
 Approp: P22
 FY2026
 Iowa Public Information Board

EDas Customer Number: 1882
 Percent of Year Complete: 75.00%

Forecast
 Actual

Obj/Rev Class	Obj/Rev Class Name	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	HO13	HO14	HO15	YTD	End of Year Forecast	Annual Budget	Percent of Budget To Date	Percent of Budget forecasted EOY
		Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Actual	(C=A+B)	(D)		
	BBF (T&T)	6,080																			
Expenditures																					
401	Communications	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	0%	0%
406	Outside Services	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	0%	0%
416	ITD Reimbursements	-	-	-	-	-	6,080	-	-	-	-	-	-	-	-	-	6,080	6,080	-	0%	0%
503	Equipment-Non Inventory	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	0%	0%
Total Expenditures:		-	-	-	-	-	6,080	-	-	-	-	-	-	-	-	-	6,080	6,080	-	#DIV/0!	#DIV/0!
Current Month Operations		6,080	-	-	-	-	(6,080)	-	-	-	-	-	-	-	-	-					
Cash Balance		6,080	6,080	6,080	6,080	6,080	-	-	-	-	-	-	-	-	-	-					

Footnotes:

Expenditures

416 - Carahsoft - Salesforce licenses

Spent FY26	6,079.94
Obligated FY26	-
Revert FY26	-
	<u>6,079.94</u>